

Semi-Monthly Time Sheet

LEXINGTON SCHOOLS

Pay period start date: 11/20/2021

Pay period end date: 12/3/2021

Employee: _____

Any extra hours will be
paid on the
Dec 20, 2021 pay date

Day		In	Out	Total Regular	Total Extra	Grand Total
Saturday	11/20/2021					
Sunday	11/21/2021					
Monday	11/22/2021					
Tuesday	11/23/2021					
Wednesday	11/24/2021					
Thursday	11/25/2021					
Friday	11/26/2021					
Saturday	11/27/2021					
Sunday	11/28/2021					
Monday	11/29/2021					
Tuesday	11/30/2021					
Wednesday	12/1/2021					
Thursday	12/2/2021					
Friday	12/3/2021					
				Total Extra		
				hourly rate		
				Total Extra Pay		

Employee signature

Date

Supervisor signature

Date