

Semi-Monthly Time Sheet

LEXINGTON SCHOOLS

Pay period start date: 11/21/2019

Pay period end date: 12/5/2019

Employee: _____

Any extra hours will be
paid on the
Dec 20, 2019 pay date

Day		In	Out	Total Regular	Total Extra	Grand Total
Thursday	11/21/2019					
Friday	11/22/2019					
Saturday	11/23/2019					
Sunday	11/24/2019					
Monday	11/25/2019					
Tuesday	11/26/2019					
Wednesday	11/27/2019					
Thursday	11/28/2019					
Friday	11/29/2019					
Saturday	11/30/2019					
Sunday	12/1/2019					
Monday	12/2/2019					
Tuesday	12/3/2019					
Wednesday	12/4/2019					
Thursday	12/5/2019					
				Total Extra		
				hourly rate		
				Total Extra Pay		

Employee signature

Date

Supervisor signature

Date