

Semi-Monthly Time Sheet

LEXINGTON SCHOOLS

Pay period start date: 12/5/2020

Pay period end date: 12/18/2020

Employee: _____

Any extra hours will be
paid on the
Jan 5, 2021 pay date

Day		In	Out	Total Regular	Total Extra	Grand Total
Saturday	12/5/2020					
Sunday	12/6/2020					
Monday	12/7/2020					
Tuesday	12/8/2020					
Wednesday	12/9/2020					
Thursday	12/10/2020					
Friday	12/11/2020					
Saturday	12/12/2020					
Sunday	12/13/2020					
Monday	12/14/2020					
Tuesday	12/15/2020					
Wednesday	12/16/2020					
Thursday	12/17/2020					
Friday	12/18/2020					
				Total Extra		
				hourly rate		
				Total Extra Pay		

Employee signature

Date

Supervisor signature

Date