

Semi-Monthly Time Sheet

LEXINGTON SCHOOLS

Pay period start date: 12/6/2018

Pay period end date: 12/20/2018

Employee: _____

Any extra hours will be
paid on the
Jan 4, 2018 pay date

Day		In	Out	Total Regular	Total Extra	Grand Total
Thursday	12/6/2018					
Friday	12/7/2018					
Saturday	12/8/2018					
Sunday	12/9/2018					
Monday	12/10/2018					
Tuesday	12/11/2018					
Wednesday	12/12/2018					
Thursday	12/13/2018					
Friday	12/14/2018					
Saturday	12/15/2018					
Sunday	12/16/2018					
Monday	12/17/2018					
Tuesday	12/18/2018					
Wednesday	12/19/2018					
Thursday	12/20/2018					
				Total Extra		
				hourly rate		
				Total Extra Pay		

Employee signature

Date

Supervisor signature

Date