

Semi-Monthly Time Sheet

LEXINGTON SCHOOLS

Pay period start date: 2/4/2023

Pay period end date: 2/17/2023

Employee: _____

Any extra hours will be
paid on the
Mar 3, 2023 pay date

| Day | | In | Out | Total Regular | Total Extra | Grand Total |
|-----------|-----------|----|-----|------------------------|-------------|-------------|
| Saturday | 2/4/2023 | | | | | |
| Sunday | 2/5/2023 | | | | | |
| Monday | 2/6/2023 | | | | | |
| Tuesday | 2/7/2023 | | | | | |
| Wednesday | 2/8/2023 | | | | | |
| Thursday | 2/9/2023 | | | | | |
| Friday | 2/10/2023 | | | | | |
| Saturday | 2/11/2023 | | | | | |
| Sunday | 2/12/2023 | | | | | |
| Monday | 2/13/2023 | | | | | |
| Tuesday | 2/14/2023 | | | | | |
| Wednesday | 2/15/2023 | | | | | |
| Thursday | 2/16/2023 | | | | | |
| Friday | 2/17/2023 | | | | | |
| | | | | Total Extra | | |
| | | | | Hourly Rate | | |
| | | | | Total Extra Pay | | |

Employee signature

Date

Supervisor signature

Date