

Semi-Monthly Time Sheet

LEXINGTON SCHOOLS

Pay period start date: 4/6/2023

Pay period end date: 4/20/2023

Employee: _____

Any extra hours will be
paid on the
May 5, 2023 pay date

| Day | | In | Out | Total Regular | Total Extra | Grand Total |
|-----------|-----------|----|-----|------------------------|-------------|-------------|
| Thursday | 4/6/2023 | | | | | |
| Friday | 4/7/2023 | | | | | |
| Saturday | 4/8/2023 | | | | | |
| Sunday | 4/9/2023 | | | | | |
| Monday | 4/10/2023 | | | | | |
| Tuesday | 4/11/2023 | | | | | |
| Wednesday | 4/12/2023 | | | | | |
| Thursday | 4/13/2023 | | | | | |
| Friday | 4/14/2023 | | | | | |
| Saturday | 4/15/2023 | | | | | |
| Sunday | 4/16/2023 | | | | | |
| Monday | 4/17/2023 | | | | | |
| Tuesday | 4/18/2023 | | | | | |
| Wednesday | 4/19/2023 | | | | | |
| Thursday | 4/20/2023 | | | | | |
| | | | | Total Extra | | |
| | | | | Hourly Rate | | |
| | | | | Total Extra Pay | | |

Employee signature

Date

Supervisor signature

Date