

# Semi-Monthly Time Sheet

## LEXINGTON SCHOOLS

Pay period start date: 4/21/2023

Pay period end date: 5/5/2023

Employee: \_\_\_\_\_

Any extra hours will be  
paid on the  
May 19, 2023 pay date

Day		In	Out	Total Regular	Total Extra	Grand Total
Friday	4/21/2023					
Saturday	4/22/2023					
Sunday	4/23/2023					
Monday	4/24/2023					
Tuesday	4/25/2023					
Wednesday	4/26/2023					
Thursday	4/27/2023					
Friday	4/28/2023					
Saturday	4/29/2023					
Sunday	4/30/2023					
Monday	5/1/2023					
Tuesday	5/2/2023					
Wednesday	5/3/2023					
Thursday	5/4/2023					
Friday	5/5/2023					
				<b>Total Extra</b>		
				<b>Hourly Rate</b>		
				<b>Total Extra Pay</b>		

\_\_\_\_\_  
Employee signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Supervisor signature

\_\_\_\_\_  
Date