

# Semi-Monthly Time Sheet

## LEXINGTON SCHOOLS

Pay period start date: 5/6/2023

Pay period end date: 5/19/2023

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

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

Day		In	Out	Total Regular	Total Extra	Grand Total
Saturday	5/6/2023					
Sunday	5/7/2023					
Monday	5/8/2023					
Tuesday	5/9/2023					
Wednesday	5/10/2023					
Thursday	5/11/2023					
Friday	5/12/2023					
Saturday	5/13/2023					
Sunday	5/14/2023					
Monday	5/15/2023					
Tuesday	5/16/2023					
Wednesday	5/17/2023					
Thursday	5/18/2023					
Friday	5/19/2023					
				<b>Total Extra</b>		
				<b>Hourly Rate</b>		
				<b>Total Extra Pay</b>		

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date