

# Semi-Monthly Time Sheet

## LEXINGTON SCHOOLS

Pay period start date: 7/6/2023

Pay period end date: 7/20/2023

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

Any extra hours will be  
paid on the  
Aug 4, 2023 pay date

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

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date