

Semi-Monthly Time Sheet

LEXINGTON SCHOOLS

Pay period start date: 1/20/2024

Pay period end date: 2/5/2024

Employee: _____

Any extra hours will be
paid on the
Feb 20, 2024 pay date

Day		In	Out	Total Regular	Total Extra	Grand Total
Saturday	1/20/2024					
Sunday	1/21/2024					
Monday	1/22/2024					
Tuesday	1/23/2024					
Wednesday	1/24/2024					
Thursday	1/25/2024					
Friday	1/26/2024					
Saturday	1/27/2024					
Sunday	1/28/2024					
Monday	1/29/2024					
Tuesday	1/30/2024					
Wednesday	1/31/2024					
Thursday	2/1/2024					
Friday	2/2/2024					
Saturday	2/3/2024					
Sunday	2/4/2024					
Monday	2/5/2024					
				Total Extra		
				Hourly Rate		
				Total Extra Pay		

Employee signature

Date

Supervisor signature

Date