

Semi-Monthly Time Sheet

LEXINGTON SCHOOLS

Pay period start date: 2/21/2020

Pay period end date: 3/5/2020

Employee: _____

Any extra hours will be
paid on the
Mar 20, 2020 pay date

| Day | | In | Out | Total Regular | Total Extra | Grand Total |
|-----------|-----------|----|-----|------------------------|-------------|-------------|
| Friday | 2/21/2020 | | | | | |
| Saturday | 2/22/2020 | | | | | |
| Sunday | 2/23/2020 | | | | | |
| Monday | 2/24/2020 | | | | | |
| Tuesday | 2/25/2020 | | | | | |
| Wednesday | 2/26/2020 | | | | | |
| Thursday | 2/27/2020 | | | | | |
| Friday | 2/28/2020 | | | | | |
| Saturday | 2/29/2020 | | | | | |
| Sunday | 3/1/2020 | | | | | |
| Monday | 3/2/2020 | | | | | |
| Tuesday | 3/3/2020 | | | | | |
| Wednesday | 3/4/2020 | | | | | |
| Thursday | 3/5/2020 | | | | | |
| | | | | Total Extra | | |
| | | | | hourly rate | | |
| | | | | Total Extra Pay | | |

Employee signature

Date

Supervisor signature

Date