

Semi-Monthly Time Sheet

LEXINGTON SCHOOLS

Pay period start date: 3/21/2020

Pay period end date: 4/3/2020

Employee: _____

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

Day		In	Out	Total Regular	Total Extra	Grand Total
Saturday	3/21/2020					
Sunday	3/22/2020					
Monday	3/23/2020					
Tuesday	3/24/2020					
Wednesday	3/25/2020					
Thursday	3/26/2020					
Friday	3/27/2020					
Saturday	3/28/2020					
Sunday	3/29/2020					
Monday	3/30/2020					
Tuesday	3/31/2020					
Wednesday	4/1/2020					
Thursday	4/2/2020					
Friday	4/3/2020					
				Total Extra		
				hourly rate		
				Total Extra Pay		

Employee signature

Date

Supervisor signature

Date