

# Semi-Monthly Time Sheet

## LEXINGTON SCHOOLS

Pay period start date: 4/4/2020

Pay period end date: 4/20/2020

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

Any extra hours will be  
paid on the  
May 5, 2020 pay date

Day		In	Out	Total Regular	Total Extra	Grand Total
Saturday	4/4/2020					
Sunday	4/5/2020					
Monday	4/6/2020					
Tuesday	4/7/2020					
Wednesday	4/8/2020					
Thursday	4/9/2020					
Friday	4/10/2020					
Saturday	4/11/2020					
Sunday	4/12/2020					
Monday	4/13/2020					
Tuesday	4/14/2020					
Wednesday	4/15/2020					
Thursday	4/16/2020					
Friday	4/17/2020					
Saturday	4/18/2020					
Sunday	4/19/2020					
Monday	4/20/2020					
				<b>Total Extra</b>		
				<b>hourly rate</b>		
				<b>Total Extra Pay</b>		

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

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