

Semi-Monthly Time Sheet

LEXINGTON SCHOOLS

Pay period start date: 12/6/2019

Pay period end date: 12/20/2019

Employee: _____

Any extra hours will be
paid on the
Jan 3, 2020 pay date

Day		In	Out	Total Regular	Total Extra	Grand Total
Friday	12/6/2019					
Saturday	12/7/2019					
Sunday	12/8/2019					
Monday	12/9/2019					
Tuesday	12/10/2019					
Wednesday	12/11/2019					
Thursday	12/12/2019					
Friday	12/13/2019					
Saturday	12/14/2019					
Sunday	12/15/2019					
Monday	12/16/2019					
Tuesday	12/17/2019					
Wednesday	12/18/2019					
Thursday	12/19/2019					
Friday	12/20/2019					
				Total Extra		
				hourly rate		
				Total Extra Pay		

Employee signature

Date

Supervisor signature

Date