

# Semi-Monthly Time Sheet

## LEXINGTON SCHOOLS

Pay period start date: 8/5/2023

Pay period end date: 8/18/2023

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

Any extra hours will be  
paid on the  
Sep 5, 2023 pay date

Day		In	Out	Total Regular	Total Extra	Grand Total
Saturday	8/5/2023					
Sunday	8/6/2023					
Monday	8/7/2023					
Tuesday	8/8/2023					
Wednesday	8/9/2023					
Thursday	8/10/2023					
Friday	8/11/2023					
Saturday	8/12/2023					
Sunday	8/13/2023					
Monday	8/14/2023					
Tuesday	8/15/2023					
Wednesday	8/16/2023					
Thursday	8/17/2023					
Friday	8/18/2023					
				<b>Total Extra</b>		
				<b>Hourly Rate</b>		
				<b>Total Extra Pay</b>		

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date