

# Semi-Monthly Time Sheet

## LEXINGTON SCHOOLS

Pay period start date: 9/6/2023

Pay period end date: 9/20/2023

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

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

Day		In	Out	Total Regular	Total Extra	Grand Total
Wednesday	9/6/2023					
Thursday	9/7/2023					
Friday	9/8/2023					
Saturday	9/9/2023					
Sunday	9/10/2023					
Monday	9/11/2023					
Tuesday	9/12/2023					
Wednesday	9/13/2023					
Thursday	9/14/2023					
Friday	9/15/2023					
Saturday	9/16/2023					
Sunday	9/17/2023					
Monday	9/18/2023					
Tuesday	9/19/2023					
Wednesday	9/20/2023					
				<b>Total Extra</b>		
				<b>Hourly Rate</b>		
				<b>Total Extra Pay</b>		

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date