

# Semi-Monthly Time Sheet

## LEXINGTON SCHOOLS

Pay period start date: 9/21/2023

Pay period end date: 10/5/2023

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

Any extra hours will be  
paid on the  
Oct 20, 2023 pay date

Day		In	Out	Total Regular	Total Extra	Grand Total
Thursday	9/21/2023					
Friday	9/22/2023					
Saturday	9/23/2023					
Sunday	9/24/2023					
Monday	9/25/2023					
Tuesday	9/26/2023					
Wednesday	9/27/2023					
Thursday	9/28/2023					
Friday	9/29/2023					
Saturday	9/30/2023					
Sunday	10/1/2023					
Monday	10/2/2023					
Tuesday	10/3/2023					
Wednesday	10/4/2023					
Thursday	10/5/2023					
				<b>Total Extra</b>		
				<b>Hourly Rate</b>		
				<b>Total Extra Pay</b>		

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date