

Semi-Monthly Time Sheet

LEXINGTON SCHOOLS

Pay period start date: 11/4/2023

Pay period end date: 11/20/2023

Employee: _____

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

Day		In	Out	Total Regular	Total Extra	Grand Total
Saturday	11/4/2023					
Sunday	11/5/2023					
Monday	11/6/2023					
Tuesday	11/7/2023					
Wednesday	11/8/2023					
Thursday	11/9/2023					
Friday	11/10/2023					
Saturday	11/11/2023					
Sunday	11/12/2023					
Monday	11/13/2023					
Tuesday	11/14/2023					
Wednesday	11/15/2023					
Thursday	11/16/2023					
Friday	11/17/2023					
Saturday	11/18/2023					
Sunday	11/19/2023					
Monday	11/20/2023					
				Total Extra		
				Hourly Rate		
				Total Extra Pay		

Employee signature

Date

Supervisor signature

Date