

Semi-Monthly Time Sheet

LEXINGTON SCHOOLS

Pay period start date: 12/6/2023

Pay period end date: 12/20/2023

Employee: _____

Any extra hours will be
paid on the
Jan 5, 2024 pay date

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

Employee signature

Date

Supervisor signature

Date