

# LEXINGTON SCHOOLS

Pay period start date: 12/6/2023  
 Pay period end date: 12/20/2023

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

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

Day		Start	Stop	Total Regular	Start	Stop	Total Over Time
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						

Employee signature

Date

Supervisor signature

Date

**FOR TREASURER'S OFFICE USE ONLY**

Total Substitute hours	_____	at rate of \$	_____	= \$	_____
Total Straight-Time hours	_____	at rate of \$	_____	= \$	_____
Total Over-Time hours	_____	at rate of \$	_____	= \$	_____