

# LEXINGTON SCHOOLS

Pay period start date: 12/6/2025  
Pay period end date: 12/19/2025

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

Any extra hours worked will  
be paid on the  
Jan 5, 2026 pay date

Day		Start	Stop	Total Regular	Start	Stop	Total Over Time
Saturday	12/6/2025						
Sunday	12/7/2025						
Monday	12/8/2025						
Tuesday	12/9/2025						
Wednesday	12/10/2025						
Thursday	12/11/2025						
Friday	12/12/2025						
Saturday	12/13/2025						
Sunday	12/14/2025						
Monday	12/15/2025						
Tuesday	12/16/2025						
Wednesday	12/17/2025						
Thursday	12/18/2025						
Friday	12/19/2025						

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 \$ \_\_\_\_\_ = \$ \_\_\_\_\_