

# Semi-Monthly Time Sheet

## LEXINGTON SCHOOLS

Pay period start date: 1/21/2026

Pay period end date: 2/5/2026

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

Any extra hours will be  
paid on the  
Feb 20, 2026 pay date

Day		In	Out	Total Regular	Total Extra	Grand Total
Wednesday	1/21/2026					
Thursday	1/22/2026					
Friday	1/23/2026					
Saturday	1/24/2026					
Sunday	1/25/2026					
Monday	1/26/2026					
Tuesday	1/27/2026					
Wednesday	1/28/2026					
Thursday	1/29/2026					
Friday	1/30/2026					
Saturday	1/31/2026					
Sunday	2/1/2026					
Monday	2/2/2026					
Tuesday	2/3/2026					
Wednesday	2/4/2026					
Thursday	2/5/2026					
				Total Extra		
				Hourly Rate		
				Total Extra Pay		

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date