

# Semi-Monthly Time Sheet

## LEXINGTON SCHOOLS

Pay period start date: 4/3/2026

Pay period end date: 4/20/2026

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

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

| Day       |           | In | Out | Total Regular   | Total Extra | Grand Total |
|-----------|-----------|----|-----|-----------------|-------------|-------------|
| Friday    | 4/3/2026  |    |     |                 |             |             |
| Saturday  | 4/4/2026  |    |     |                 |             |             |
| Sunday    | 4/5/2026  |    |     |                 |             |             |
| Monday    | 4/6/2026  |    |     |                 |             |             |
| Tuesday   | 4/7/2026  |    |     |                 |             |             |
| Wednesday | 4/8/2026  |    |     |                 |             |             |
| Thursday  | 4/9/2026  |    |     |                 |             |             |
| Friday    | 4/10/2026 |    |     |                 |             |             |
| Saturday  | 4/11/2026 |    |     |                 |             |             |
| Sunday    | 4/12/2026 |    |     |                 |             |             |
| Monday    | 4/13/2026 |    |     |                 |             |             |
| Tuesday   | 4/14/2026 |    |     |                 |             |             |
| Wednesday | 4/15/2026 |    |     |                 |             |             |
| Thursday  | 4/16/2026 |    |     |                 |             |             |
| Friday    | 4/17/2026 |    |     |                 |             |             |
| Saturday  | 4/18/2026 |    |     |                 |             |             |
| Sunday    | 4/19/2026 |    |     |                 |             |             |
| Monday    | 4/20/2026 |    |     |                 |             |             |
|           |           |    |     | Total Extra     |             |             |
|           |           |    |     | Hourly Rate     |             |             |
|           |           |    |     | Total Extra Pay |             |             |

Employee signature

Date

Supervisor signature

Date