

# Semi-Monthly Time Sheet

## LEXINGTON SCHOOLS

Pay period start date: 12/6/2025

Pay period end date: 12/19/2025

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

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

Day		In	Out	Total Regular	Total Extra	Grand Total
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					
				Total Extra		
				Hourly Rate		
				Total Extra Pay		

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date