

# Semi-Monthly Time Sheet

## LEXINGTON SCHOOLS

Pay period start date: 11/21/2026

Pay period end date: 12/4/2026

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

Any extra hours will be  
paid on the  
Dec 18, 2026 pay date

		In	Out	Total Regular	Total Extra	Grand Total
Saturday	11/21/2026					
Sunday	11/22/2026					
Monday	11/23/2026					
Tuesday	11/24/2026					
Wednesday	11/25/2026					
Thursday	11/26/2026					
Friday	11/27/2026					
Saturday	11/28/2026					
Sunday	11/29/2026					
Monday	11/30/2026					
Tuesday	12/1/2026					
Wednesday	12/2/2026					
Thursday	12/3/2026					
Friday	12/4/2026					
				<b>Total Extra</b>		
				<b>Hourly Rate</b>		
				<b>Total Extra Pay</b>		

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date