

# Semi-Monthly Time Sheet

## LEXINGTON SCHOOLS

Pay period start date: 12/5/2026

Pay period end date: 12/18/2026

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

Any extra hours will be  
paid on the  
Jan 5, 2027 pay date

		In	Out	Total Regular	Total Extra	Grand Total
Saturday	12/5/2026					
Sunday	12/6/2026					
Monday	12/7/2026					
Tuesday	12/8/2026					
Wednesday	12/9/2026					
Thursday	12/10/2026					
Friday	12/11/2026					
Saturday	12/12/2026					
Sunday	12/13/2026					
Monday	12/14/2026					
Tuesday	12/15/2026					
Wednesday	12/16/2026					
Thursday	12/17/2026					
Friday	12/18/2026					
				<b>Total Extra</b>		
				<b>Hourly Rate</b>		
				<b>Total Extra Pay</b>		

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date