

# LEXINGTON SCHOOLS

Pay period start date: 1/4/2025

Pay period end date: 1/17/2025

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

Any extra hours worked will  
be paid on the  
Feb 5, 2025 pay date

Day		Start	Stop	Total Regular	Start	Stop	Total Over Time
Saturday	1/4/2025						
Sunday	1/5/2025						
Monday	1/6/2025						
Tuesday	1/7/2025						
Wednesday	1/8/2025						
Thursday	1/9/2025						
Friday	1/10/2025						
Saturday	1/11/2025						
Sunday	1/12/2025						
Monday	1/13/2025						
Tuesday	1/14/2025						
Wednesday	1/15/2025						
Thursday	1/16/2025						
Friday	1/17/2025						

Employee signature

Date

Supervisor signature

Date

**FOR TREASURER'S OFFICE USE ONLY**

Total Substitute hours \_\_\_\_\_ at rate of \$ \_\_\_\_\_ = \$ \_\_\_\_\_

Total Straight-Time hours \_\_\_\_\_ at rate of \$ \_\_\_\_\_ = \$ \_\_\_\_\_

Total Over-Time hours \_\_\_\_\_ at rate of \$ \_\_\_\_\_ = \$ \_\_\_\_\_