

# Semi-Monthly Time Sheet

## LEXINGTON SCHOOLS

Pay period start date: 9/6/2025

Pay period end date: 9/19/2025

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

Any extra hours will be  
paid on the  
Oct 3, 2025 pay date

Day		In	Out	Total Regular	Total Extra	Grand Total
Saturday	9/6/2025					
Sunday	9/7/2025					
Monday	9/8/2025					
Tuesday	9/9/2025					
Wednesday	9/10/2025					
Thursday	9/11/2025					
Friday	9/12/2025					
Saturday	9/13/2025					
Sunday	9/14/2025					
Monday	9/15/2025					
Tuesday	9/16/2025					
Wednesday	9/17/2025					
Thursday	9/18/2025					
Friday	9/19/2025					
				<b>Total Extra</b>		
				<b>Hourly Rate</b>		
				<b>Total Extra Pay</b>		

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date