

Semi-Monthly Time Sheet

LEXINGTON SCHOOLS

Pay period start date: 12/6/2024

Pay period end date: 12/20/2024

Employee: _____

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

Day		In	Out	Total Regular	Total Extra	Grand Total
Friday	12/6/2024					
Saturday	12/7/2024					
Sunday	12/8/2024					
Monday	12/9/2024					
Tuesday	12/10/2024					
Wednesday	12/11/2024					
Thursday	12/12/2024					
Friday	12/13/2024					
Saturday	12/14/2024					
Sunday	12/15/2024					
Monday	12/16/2024					
Tuesday	12/17/2024					
Wednesday	12/18/2024					
Thursday	12/19/2024					
Friday	12/20/2024					
				Total Extra		
				Hourly Rate		
				Total Extra Pay		

Employee signature

Date

Supervisor signature

Date