

Semi-Monthly Time Sheet

LEXINGTON SCHOOLS

Pay period start date: 12/21/2024

Pay period end date: 1/3/2025

Employee: _____

Any extra hours will be
paid on the
Jan 17, 2025 pay date

Day		In	Out	Total Regular	Total Extra	Grand Total
Saturday	12/21/2024					
Sunday	12/22/2024					
Monday	12/23/2024					
Tuesday	12/24/2024					
Wednesday	12/25/2024					
Thursday	12/26/2024					
Friday	12/27/2024					
Saturday	12/28/2024					
Sunday	12/29/2024					
Monday	12/30/2024					
Tuesday	12/31/2024					
Wednesday	1/1/2025					
Thursday	1/2/2025					
Friday	1/3/2025					
				Total Extra		
				Hourly Rate		
				Total Extra Pay		

Employee signature

Date

Supervisor signature

Date