

# Semi-Monthly Time Sheet

## LEXINGTON SCHOOLS

Pay period start date: 3/6/2025

Pay period end date: 3/20/2025

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

Any extra hours will be  
paid on the  
Apr 4, 2025 pay date

Day		In	Out	Total Regular	Total Extra	Grand Total
Thursday	3/6/2025					
Friday	3/7/2025					
Saturday	3/8/2025					
Sunday	3/9/2025					
Monday	3/10/2025					
Tuesday	3/11/2025					
Wednesday	3/12/2025					
Thursday	3/13/2025					
Friday	3/14/2025					
Saturday	3/15/2025					
Sunday	3/16/2025					
Monday	3/17/2025					
Tuesday	3/18/2025					
Wednesday	3/19/2025					
Thursday	3/20/2025					
				<b>Total Extra</b>		
				<b>Hourly Rate</b>		
				<b>Total Extra Pay</b>		

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date