

# Semi-Monthly Time Sheet

## LEXINGTON SCHOOLS

Pay period start date: 3/21/2025

Pay period end date: 4/4/2025

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

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

Day		In	Out	Total Regular	Total Extra	Grand Total
Friday	3/21/2025					
Saturday	3/22/2025					
Sunday	3/23/2025					
Monday	3/24/2025					
Tuesday	3/25/2025					
Wednesday	3/26/2025					
Thursday	3/27/2025					
Friday	3/28/2025					
Saturday	3/29/2025					
Sunday	3/30/2025					
Monday	3/31/2025					
Tuesday	4/1/2025					
Wednesday	4/2/2025					
Thursday	4/3/2025					
Friday	4/4/2025					
				<b>Total Extra</b>		
				<b>Hourly Rate</b>		
				<b>Total Extra Pay</b>		

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date