

# Semi-Monthly Time Sheet

## LEXINGTON SCHOOLS

Pay period start date: 4/18/2025

Pay period end date: 5/5/2025

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

Any extra hours will be  
paid on the  
May 20, 2025 pay date

Day		In	Out	Total Regular	Total Extra	Grand Total
Friday	4/18/2025					
Saturday	4/19/2025					
Sunday	4/20/2025					
Monday	4/21/2025					
Tuesday	4/22/2025					
Wednesday	4/23/2025					
Thursday	4/24/2025					
Friday	4/25/2025					
Saturday	4/26/2025					
Sunday	4/27/2025					
Monday	4/28/2025					
Tuesday	4/29/2025					
Wednesday	4/30/2025					
Thursday	5/1/2025					
Friday	5/2/2025					
Saturday	5/3/2025					
Sunday	5/4/2025					
Monday	5/5/2025					
				<b>Total Extra</b>		
				<b>Hourly Rate</b>		
				<b>Total Extra Pay</b>		

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date