

# Semi-Monthly Time Sheet

## LEXINGTON SCHOOLS

Pay period start date: 5/6/2025

Pay period end date: 5/20/2025

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

Any extra hours will be  
paid on the  
Jun 5, 2025 pay date

Day		In	Out	Total Regular	Total Extra	Grand Total
Tuesday	5/6/2025					
Wednesday	5/7/2025					
Thursday	5/8/2025					
Friday	5/9/2025					
Saturday	5/10/2025					
Sunday	5/11/2025					
Monday	5/12/2025					
Tuesday	5/13/2025					
Wednesday	5/14/2025					
Thursday	5/15/2025					
Friday	5/16/2025					
Saturday	5/17/2025					
Sunday	5/18/2025					
Monday	5/19/2025					
Tuesday	5/20/2025					
				<b>Total Extra</b>		
				<b>Hourly Rate</b>		
				<b>Total Extra Pay</b>		

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date