

HOWARD COUNTY PUBLIC SCHOOL SYSTEM
10910 Clarksville Pike
Ellicott City, Maryland 21042

Circular No. 50
Series 2015-2016

June 2, 2016

CHIEF OF HUMAN RESOURCES AND DEVELOPMENT
2016 – 2017 Work Year for ESP 10- and 11-Month Employees

TO: ESP 10- and 11-Month Employees

FROM: Helen A. Nixon
Chief Human Resource and Development Officer

The negotiated Agreement identifies the duty year for each group of employees, including paid holidays. Our recommendations for each group are as follows:

Student assistants and interpreters: 196 work days including 14 paid holidays (182 duty days) The 180 scheduled student days plus August 26, 2016 and February 21, 2017.

Ten-month paraeducators, security assistants, central office technical employees, nurses and health assistants: 204 work days including 14 paid holidays (190 duty days) All 192 scheduled teacher duty days except November 7 and 23, 2016.

Ten-month secretaries and clerks: 210 work days including 14 paid holidays (196 duty days) All 192 scheduled teacher duty days plus August 18 and 19, 2016, and June 14 and 15, 2017.

Eleven-month nurses: 222 work days including 15 paid holidays (207 duty days) July 1 – 15, 2016 (10 duty days); all 192 scheduled teacher duty days; and June 26 – 30, 2017 (5 duty days).

Eleven-month registrars: 230 work days including 14 paid holidays (216 duty days) All 192 scheduled teacher duty days plus 24 duty days to be worked between July 5, 2016, and June 30, 2017, on an “X calendar.”

If you have any questions, please contact Suzanne Zilber, Manager of Support/Temporary Services.

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