

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

Circular No. 6
Series 2015-2016

July 1, 2015

Chief Operating Officer

PONY Schedule 2015-2016

TO: All Staff

FROM: Camille B. Jones

The PONY schedule for 2015-2016 will be as follows:

<u>2015</u>	JULY	2, 8, 10, 15, 17, 22, 24, 29 and 31
	AUGUST	5, 7, 12, 14, 19, 21, 26 and 28
	SEPTEMBER	2, 4, 9, 11, 16, 18, 22, 25 and 30
	OCTOBER	2, 7, 9, 14, 16, 21, 23, 28 and 30
	NOVEMBER	4, 6, 11, 13, 18, 20, and 25
	DECEMBER	2, 4, 9, 11, 16, 18, 23 and 31
<u>2016</u>	JANUARY	6, 8, 13, 15, 20, 22, 27 and 29
	FEBRUARY	3, 5, 10, 12, 17, 19, 24 and 26
	MARCH	2, 4, 9, 11, 16, 18, 22, 24 and 30
	APRIL	1, 6, 8, 13, 15, 20, 22, 27 and 29
	MAY	4, 6, 11, 13, 18, 20, 25 and 27
	JUNE	1, 3, 8, 10, 15, 17, 22, 24 and 29
	JULY	1, 6, 8, 13, 15, 20, 22, 27 and 29

Cost Center Managers are reminded that their Payroll Attendance Reports should be ready for the PONY on the last working day for the reporting period. This will normally be on a Wednesday.

The Warehouse will notify you of any changes to the above schedule that might occur during the year.

CBJ/vw