



HILLSBOROUGH COUNTY PUBLIC SCHOOLS
PAYROLL SCHEDULES
2009 - 2010

NOTE: All payroll schedules reflect standard Lawson biweekly pay periods.

The 2009-2010 Payroll Schedules were originally approved by the School Board on June 9, 2009.

Revisions to these payroll schedules will be submitted for approval on October 6, 2009. Revisions are necessary due to recent adjustment to the employee work calendars to realign paid and non-paid holiday designations. Only the most recent revisions are highlighted.

**HILLSBOROUGH COUNTY PUBLIC SCHOOLS
PAYROLL SCHEDULES
2009 - 2010**

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
Hillsborough County Public Schools

A PAYROLL
INSTRUCTIONAL LESS THAN 12 MONTH
2009 - 2010

Pay Plan: ALL1

Lawson Pay Period	Pay Date	Day	Legacy Pay Class :									
			A01/198	A02/199	A03/203	A04/216	A05/213	A07/205	A08/203	A09/205	A10/208	
			Revised	Revised	Revised	Revised	Revised	Revised	Revised	Revised	Revised	Revised
			10 Month Teachers, Diagnosticians, Alt Ed Teachers	10 Month Social Workers	10 1/2 Month Teachers	Secondary Asst Prin	11 Month Teachers, ROTC Instruct, Staff. Spec.	Psych, 10 1/2 Month Social Workers	Elem & Middle School Guidance Couns	High School Guidance Counselors	Elem Asst Prin	
			Paid Days	Paid Days	Paid Days	Paid Days	Paid Days	Paid Days	Paid Days	Paid Days	Paid Days	
07/01/09 - 07/11/09	07/17/09	Fri	---	---	---	---	---	---	---	---	---	
07/12/09 - 07/25/09	07/31/09	Fri	---	---	---	---	---	---	---	---	---	
07/26/09 - 08/08/09	08/14/09	Fri	---	---	1	9	7	---	---	---	---	
08/09/09 - 08/22/09	08/28/09	Fri	5	6	10	10	10	8	8	10	10	
08/23/09 - 09/05/09	09/11/09	Fri	10	10	10	10	10	10	10	10	10	
09/06/09 - 09/19/09	09/25/09	Fri	10	10	10	10	10	10	10	10	10	
09/20/09 - 10/03/09	10/09/09	Fri	10	10	10	10	10	10	10	10	10	
10/04/09 - 10/17/09	10/23/09	Fri	10	10	10	10	10	10	10	10	10	
10/18/09 - 10/31/09	11/06/09	Fri	10	10	10	10	10	10	10	10	10	
11/01/09 - 11/14/09	11/20/09	Fri	10	10	10	10	10	10	10	10	10	
11/15/09 - 11/28/09	12/04/09	Fri	8	8	8	8	8	8	8	8	8	
11/29/09 - 12/12/09	12/18/09	Fri	10	10	10	10	10	10	10	10	10	
12/13/09 - 12/26/09	12/31/09 * Thu		5	5	5	5	5	5	5	5	5	
12/27/09 - 01/09/10	01/15/10	Fri	7	7	7	7	7	7	7	7	7	
01/10/10 - 01/23/10	01/29/10	Fri	9	9	9	9	9	9	9	9	9	
01/24/10 - 02/06/10	02/12/10	Fri	9	9	9	9	9	9	9	9	9	
02/07/10 - 02/20/10	02/26/10	Fri	10	10	10	10	10	10	10	10	10	
02/21/10 - 03/06/10	03/12/10	Fri	10	10	10	10	10	10	10	10	10	
03/07/10 - 03/20/10	03/26/10	Fri	10	10	10	10	10	10	10	10	10	
03/21/10 - 04/03/10	04/09/10	Fri	10	10	10	10	10	10	10	10	10	
04/04/10 - 04/17/10	04/23/10	Fri	5	5	5	5	5	5	5	5	5	
04/18/10 - 05/01/10	05/07/10	Fri	10	10	10	10	10	10	10	10	10	
05/02/10 - 05/15/10	05/21/10	Fri	10	10	10	10	10	10	10	10	10	
05/16/10 - 05/29/10	06/04/10	Fri	10	10	10	10	10	10	10	10	10	
05/30/10 - 06/12/10	06/18/10	Fri	E 9	E 9	E 9	E 9	E 9	E 9	E 9	E 9	E 9	
06/13/10 - 06/26/10	06/30/10	Wed	1	1	---	5	4	5	3	3	6	
06/27/10 - 06/30/10	06/30/10	Wed	---	---	---	---	---	---	---	---	---	

Revised paid days

 This symbol identifies when the escrow balance will be paid.

Total Days:	198	199	203	216	213	205	203	205	208
Start Date:	08/17/09 M	08/14/09 F	08/07/09 F	07/27/09 M	07/29/09 W	08/12/09 W	08/12/09 W	08/10/09 M	08/10/09 M
End Date:	06/14/10 M	06/14/10 M	06/11/10 F	06/18/10 F	06/17/10 Th	06/18/10 F	06/16/10 W	06/16/10 W	06/21/10 M

Equalized days per payday - core year:	9 days	9 days	9 days	9 days	9 days	9 days	9 days	9 days	9 days
Equalized Pay Factor - core year:	0.1000	0.1000	0.1000	0.1000	0.1000	0.1000	0.1000	0.1000	0.1000
Beginning & end of year paydays with no escrow contribution: >> No escrow is withheld on 9 day pay periods.<<	08/28/09 06/30/10	08/28/09 06/30/10	08/14/09	08/14/09 06/30/10	08/14/09 06/30/10	08/28/09 06/30/10	08/28/09 06/30/10	06/30/10	06/30/10
Equalized Pay Payback Dates:	12/04/09 12/31/09 01/15/10 04/23/10	12/04/09 12/31/09 01/15/10 04/23/10	12/04/09 12/31/09 01/15/10 04/23/10	12/04/09 12/31/09 01/15/10 04/23/10	12/04/09 12/31/09 01/15/10 04/23/10	12/04/09 12/31/09 01/15/10 04/23/10	12/04/09 12/31/09 01/15/10 04/23/10	12/04/09 12/31/09 01/15/10 04/23/10	12/04/09 12/31/09 01/15/10 04/23/10
End of Year Escrow Payback Payday:	06/18/10	06/18/10	06/18/10	06/18/10	06/18/10	06/18/10	06/18/10	06/18/10	06/18/10

*One payday is scheduled during the holidays on 12/31/09 (during Winter Break).


Hillsborough County Public Schools

A PAYROLL

INSTRUCTIONAL LESS THAN 12 MONTH JOB SHARE POSITIONS
2009 - 2010

Pay Plan:
ALL1

Lawson Pay Period	Pay Date	Day	Legacy Pay Class :	A01/209	A03/214	A05/224	A08/214	A09/216	JOB SHARE 11 FULL DAYS	
				Revised	Revised	Revised	Revised	Revised		Revised
				10 Month JOB SHARE	10 1/2 Month Teachers JOB SHARE	11 Month Teachers JOB SHARE	Elem & Middle School Guidance Couns JOB SHARE	High School Guidance Counselors JOB SHARE		
				Paid Days	Paid Days	Paid Days	Paid Days	Paid Days		
07/01/09 - 07/11/09	07/17/09	Fri		---	---	---	---	---		
07/12/09 - 07/25/09	07/31/09	Fri		---	---	---	---	---		
07/26/09 - 08/08/09	08/14/09	Fri		---	1	7	---	---		
08/09/09 - 08/22/09	08/28/09	Fri		10	15	15	13	15	5 days	
08/23/09 - 09/05/09	09/11/09	Fri		11	11	11	11	11	1 day	
09/06/09 - 09/19/09	09/25/09	Fri		10	10	10	10	10		
09/20/09 - 10/03/09	10/09/09	Fri		10	10	10	10	10		
10/04/09 - 10/17/09	10/23/09	Fri		10	10	10	10	10		
10/18/09 - 10/31/09	11/06/09	Fri		10	10	10	10	10		
11/01/09 - 11/14/09	11/20/09	Fri		10	10	10	10	10		
11/15/09 - 11/28/09	12/04/09	Fri		9	9	9	9	9	1 day	
11/29/09 - 12/12/09	12/18/09	Fri		10	10	10	10	10		
12/13/09 - 12/26/09	12/31/09 *Thu			5	5	5	5	5		
12/27/09 - 01/09/10	01/15/10	Fri		7	7	7	7	7		
01/10/10 - 01/23/10	01/29/10	Fri		10	10	10	10	10	1 day	
01/24/10 - 02/06/10	02/12/10	Fri		9	9	9	9	9		
02/07/10 - 02/20/10	02/26/10	Fri		10	10	10	10	10		
02/21/10 - 03/06/10	03/12/10	Fri		10	10	10	10	10		
03/07/10 - 03/20/10	03/26/10	Fri		10	10	10	10	10		
03/21/10 - 04/03/10	04/09/10	Fri		10	10	10	10	10		
04/04/10 - 04/17/10	04/23/10	Fri		5	5	5	5	5		
04/18/10 - 05/01/10	05/07/10	Fri		11	11	11	11	11	1 day	
05/02/10 - 05/15/10	05/21/10	Fri		10	10	10	10	10		
05/16/10 - 05/29/10	06/04/10	Fri		10	10	10	10	10		
05/30/10 - 06/12/10	06/18/10	Fri	E	10	E	10	E	10	E	1 day
06/13/10 - 06/26/10	06/30/10	Wed		2	1	5	4	4	1 day	
06/27/10 - 06/30/10	06/30/10	Wed		---	---	---	---	---		

 This symbol identifies when the escrow balance will be paid.

Total Days:	209	214	224	214	216
Start Date:	08/17/09 M	08/07/09 F	07/29/09 W	08/12/09 W	08/10/09 M
End Date:	06/14/10 M	06/14/10 M	06/17/10 Th	06/16/10 W	06/16/10 W

Equalized days per payday - core year:	9 days	9 days	9 days	9 days	9 days
Equalized Pay Factor - core year:	0.1000	0.1000	0.1000	0.1000	0.1000
Beginning & end of year paydays with no escrow contribution: >> No escrow is withheld on 9 day pay periods.<<	08/28/09 06/30/10	08/14/09 06/30/10	08/14/09 06/30/10	08/28/09 06/30/10	06/30/10
Equalized Pay Payback Dates:	12/04/09 12/31/09 01/15/10 04/23/10	12/04/09 12/31/09 01/15/10 04/23/10	12/04/09 12/31/09 01/15/10 04/23/10	12/04/09 12/31/09 01/15/10 04/23/10	12/04/09 12/31/09 01/15/10 04/23/10
End of Year Escrow Payback Payday:	06/18/10	06/18/10	06/18/10	06/18/10	06/18/10

*One payday is scheduled during the holidays on 12/31/09 (during Winter Break).

Hillsborough County Public Schools
N PAYROLL - EARN & LEARN, BILINGUAL
P PAYROLL - 12 MONTH INSTRUCTIONAL SUPPORT
R PAYROLL - 12 MONTH INSTRUCTIONAL & ADMINISTRATORS
2009 - 2010

Pay Plan:
ALL1

Lawson Pay Period	Legacy Pay Class :		P01, R01 & R02	P03, R03 & R05
	Pay Date	Day	Paid Days	Paid Days
07/01/09 - 07/11/09	07/17/09	Fri	8	8
07/12/09 - 07/25/09	07/31/09	Fri	10	10
07/26/09 - 08/08/09	08/14/09	Fri	10	10
08/09/09 - 08/22/09	08/28/09	Fri	10	10
08/23/09 - 09/05/09	09/11/09	Fri	10	10
09/06/09 - 09/19/09	09/25/09	Fri	10	10
09/20/09 - 10/03/09	10/09/09	Fri	10	10
10/04/09 - 10/17/09	10/23/09	Fri	10	10
10/18/09 - 10/31/09	11/06/09	Fri	10	10
11/01/09 - 11/14/09	11/20/09	Fri	10	10
11/15/09 - 11/28/09	12/04/09	Fri	7	7
11/29/09 - 12/12/09	12/18/09	Fri	10	10
12/13/09 - 12/26/09	12/31/09 *	Thu	10	10
12/27/09 - 01/09/10	01/15/10	Fri	8	9
01/10/10 - 01/23/10	01/29/10	Fri	10	10
01/24/10 - 02/06/10	02/12/10	Fri	10	10
02/07/10 - 02/20/10	02/26/10	Fri	10	10
02/21/10 - 03/06/10	03/12/10	Fri	10	10
03/07/10 - 03/20/10	03/26/10	Fri	10	10
03/21/10 - 04/03/10	04/09/10	Fri	10	10
04/04/10 - 04/17/10	04/23/10	Fri	7	10
04/18/10 - 05/01/10	05/07/10	Fri	10	10
05/02/10 - 05/15/10	05/21/10	Fri	10	10
05/16/10 - 05/29/10	06/04/10	Fri	10	10
05/30/10 - 06/12/10	06/18/10	Fri	E 10	E 10
06/13/10 - 06/26/10	06/30/10	Wed	10	10
06/27/10 - 06/30/10	06/30/10	Wed	3	3

Revised paid days

E	This symbol identifies when the escrow balance will be paid.
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Total Days:	253	257
Start Date:	07/01/09	07/01/09
End Date:	06/30/10	06/30/10

Equalized days per payday - core year:	9.625 days	9.625 days
Equalized Pay Factor - core year:	0.0375	0.0375
Paydays with no escrow contribution:	07/17/09 06/30/10	07/17/09 06/30/10
Equalized Pay Payback Dates:	12/04/09 01/15/10 04/23/10	12/04/09 01/15/10
End of Year Escrow Payback Payday:	06/18/10	06/18/10

***One payday is scheduled during the holidays on 12/31/09 (during Winter Break).**

Note: Accumulated escrow balances will be paid out at the end of each fiscal year usually on the second payday in June. No escrow contributions or payback will be processed until the first full 10-day pay period in the new fiscal year.

Hillsborough County Public Schools
S PAYROLL - SUBSTITUTES
 Legacy Pay Class Codes: S01 & S02
 2009 - 2010

Pay Plan: ALL1

Warning: Even though the standard Lawson pay periods are provided below, employees are reported and paid for actual hours worked as of the payroll approval deadline. When the payroll approval deadline is before the end of the pay period, only the known hours worked can be reported.

◆ Hours worked after the payroll approval deadline will be reported for payment on the next scheduled payday.

Lawson Pay Period	Legacy Pay Class :		S01	S02
	Pay Date	Day	Instructional	Instructional Support
			Maximum Days ¹	Maximum Days ²
06/28/09 - 07/11/09	07/17/09	Fri	N/A	9
07/12/09 - 07/25/09	07/31/09	Fri	N/A	10
07/26/09 - 08/08/09	08/14/09	Fri	N/A	10
08/09/09 - 08/22/09	08/28/09	Fri	N/A	10
08/23/09 - 09/05/09	09/11/09	Fri	9 ◆	10 ◆
09/06/09 - 09/19/09	09/25/09	Fri	9	10
09/20/09 - 10/03/09	10/09/09	Fri	10	10
10/04/09 - 10/17/09	10/23/09	Fri	10	10
10/18/09 - 10/31/09	11/06/09	Fri	10	10
11/01/09 - 11/14/09	11/20/09	Fri	9	10
11/15/09 - 11/28/09	12/04/09	Fri	5 ◆	5 ◆
11/29/09 - 12/12/09	12/18/09	Fri	10 ◆	10 ◆
12/13/09 - 12/26/09	12/31/09 *	Thu	5 ◆	5 ◆
12/27/09 - 01/09/10	01/15/10	Fri	5	5
01/10/10 - 01/23/10	01/29/10	Fri	8	10
01/24/10 - 02/06/10	02/12/10	Fri	9	10
02/07/10 - 02/20/10	02/26/10	Fri	10	10
02/21/10 - 03/06/10	03/12/10	Fri	10	10
03/07/10 - 03/20/10	03/26/10	Fri	10	10
03/21/10 - 04/03/10	04/09/10	Fri	10	10
04/04/10 - 04/17/10	04/23/10	Fri	5	5
04/18/10 - 05/01/10	05/07/10	Fri	9	10
05/02/10 - 05/15/10	05/21/10	Fri	10	10
05/16/10 - 05/29/10	06/04/10	Fri	10	10
05/30/10 - 06/12/10	06/18/10	Fri	8	10
06/13/10 - 06/26/10	06/30/10	Wed	N/A	10 ◆

¹ The maximum number of days specified above for instructional substitutes is based on the actual number of student days in the pay period during the regular school year. Generally, instructional substitutes do not work on non-student days. However, the school administrator may seek prior approval from the Area Director to allow an instructional substitute to work on a non-student day. When this occurs, the number of days worked in the pay period may exceed the maximum number of days indicated on the above schedule. A copy of the approval must be mailed or faxed to the Payroll Department at the earliest possible date.

² The maximum number of days in each pay period will vary depending on the appropriate work schedule for each position. For example, substitute custodians may work on a conference day while substitute lunchroom workers may not work this day.

*One payday is scheduled during the holidays on 12/31/09 (during Winter Break).

Hillsborough County Public Schools
NON-PERMANENT ASSIGNMENTS
TEMPORARY, EXTENDED LEARNING PROGRAM
AND NON-SUMMER SCHOOL
2009 - 2010

Pay Plan: ALL1

Warning: Even though the standard Lawson pay periods are provided below, employees are reported and paid for actual hours worked as of the payroll approval deadline. When the payroll approval deadline is before the end of the pay period, only the known hours worked can be reported.

◆ **Hours worked after the payroll approval deadline will be reported for payment on the next scheduled payday.**

Lawson Pay Period	Legacy Pay Class :		T01, T07 & ADPER	T06
	Pay Date	Day	Instructional	Instructional Support
			Maximum Days	Maximum Days
06/28/09 - 07/11/09	07/17/09	Fri	N/A	9
07/12/09 - 07/25/09	07/31/09	Fri	N/A	10
07/26/09 - 08/08/09	08/14/09	Fri	N/A	10
08/09/09 - 08/22/09	08/28/09	Fri	N/A	10
08/23/09 - 09/05/09	09/11/09	Fri	9 ◆	10 ◆
09/06/09 - 09/19/09	09/25/09	Fri	9	10
09/20/09 - 10/03/09	10/09/09	Fri	10	10
10/04/09 - 10/17/09	10/23/09	Fri	10	10
10/18/09 - 10/31/09	11/06/09	Fri	10	10
11/01/09 - 11/14/09	11/20/09	Fri	9	10
11/15/09 - 11/28/09	12/04/09	Fri	5 ◆	5 ◆
11/29/09 - 12/12/09	12/18/09	Fri	10 ◆	10 ◆
12/13/09 - 12/26/09	12/31/09	* Thu	5 ◆	5 ◆
12/27/09 - 01/09/10	01/15/10	Fri	5	5
01/10/10 - 01/23/10	01/29/10	Fri	8	10
01/24/10 - 02/06/10	02/12/10	Fri	9	10
02/07/10 - 02/20/10	02/26/10	Fri	10	10
02/21/10 - 03/06/10	03/12/10	Fri	10	10
03/07/10 - 03/20/10	03/26/10	Fri	10	10
03/21/10 - 04/03/10	04/09/10	Fri	10	10
04/04/10 - 04/17/10	04/23/10	Fri	5	5
04/18/10 - 05/01/10	05/07/10	Fri	9	10
05/02/10 - 05/15/10	05/21/10	Fri	10	10
05/16/10 - 05/29/10	06/04/10	Fri	10	10
05/30/10 - 06/12/10	06/18/10	Fri	4	10
06/13/10 - 06/26/10	06/30/10	Wed	N/A	10 ◆

Additional Information:

1. Employees with non-permanent positions should be paid for ACTUAL hours worked during each pay period.
2. The maximum number of days specified above for instructional non-permanent positions is based on the number of student days in each pay period during the regular school year.
3. The maximum number for instructional support non-permanent positions is based on the 253-day 12-month work calendar excluding holidays.
4. The maximum number of days in each pay period will vary depending on the appropriate work schedule for each position. For example, temporary custodians may work on a conference day while temporary school food service workers may not work on this day.
5. Teachers with the additional period position will be coded with the **A01 pay class** and the **ADPER department**.
 Employees with the additional period position are NOT paid for the extra hour per day whenever:
 - a. The teacher is absent due to sick, personal or non-paid leave OR
 - b. There is a non-student day (conference, professional, pre-planning, post-planning and work days).Additional period teachers are paid for the extra hour per day whenever:
 - a. The teacher actually works the additional hour,
 - b. The teacher is on professional duty elsewhere,
 - c. The teacher is absent due to jury duty OR
 - d. The teacher works on an early release day.
6. Instructional non-permanent positions in Lawson will be identified with the **T01 pay class**.
Instructional ELP positions will be identified with the **T07 pay class**.
Instructional support non-permanent positions will be identified with the **T06 pay class**.

*One payday is scheduled during the holidays on 12/31/09 (during Winter Break).

Hillsborough County Public Schools
2009 EXTENDED SCHOOL YEAR PROGRAM

**"T03" Summer Instructional &
 "T05" Summer Instructional Support Payroll**

Pay Period	Pay Date	max
06/08/09 - 06/13/09	06/19/09 Fri	4
06/14/09 - 06/27/09	06/30/09 Tue	8
06/28/09 - 07/11/09	07/17/09 Fri	8
07/12/09 - 07/25/09	07/31/09 Fri	8
07/26/09 - 08/07/09	08/14/09 Fri	9

"T04" Summer Bus Drivers Payroll

Pay Period	Pay Date	max
06/09/09 - 06/13/09	06/19/09 Fri	3
06/14/09 - 06/27/09	06/30/09 Tue	8
06/28/09 - 07/11/09	07/17/09 Fri	8
07/12/09 - 07/25/09	07/31/09 Fri	8
07/26/09 - 08/07/09	08/14/09 Fri	9

Notes:

- ◆ The Extended School Year Program covers the period June 8, 2009 through August 7, 2009.
- ◆ HCPS utilizes a 4-day work week from June 8, 2009 through July 31, 2009 (closed on Fridays).
- ◆ The last work dates of the 2008-2009 regular school year are:
 - a. Friday, June 5, 2009 for 10-month teachers
 - b. Monday, June 8, 2009 for bus drivers
 - c. Various dates for other less than 12-month personnel.

Hillsborough County Public Schools
V PAYROLL
LESS THAN 12 MONTH INSTRUCTIONAL SUPPORT
2009 - 2010

Pay Plan:
ALL1

Lawson Pay Period	Legacy Pay Class :		V21/191	V22/193	V23/224	V24/205	V25/209	V26/211
			Revised	Revised	Revised	Revised	Revised	Revised
	Pay Date	Day	ESE Attendants	Bus Drivers	Personal Secty	10 1/2 Month Clerks	Middle School Bookpr	High School Bookpr
			Paid Days	Paid Days	Paid Days	Paid Days	Paid Days	Paid Days
07/01/09 - 07/11/09	07/17/09	Fri	---	---	---	---	---	---
07/12/09 - 07/25/09	07/31/09	Fri	---	---	8	---	---	---
07/26/09 - 08/08/09	08/14/09	Fri	---	---	10	2	3	5
08/09/09 - 08/22/09	08/28/09	Fri	---	5	10	10	10	10
08/23/09 - 09/05/09	09/11/09	Fri	10	9	10	10	10	10
09/06/09 - 09/19/09	09/25/09	Fri	10	10	10	10	10	10
09/20/09 - 10/03/09	10/09/09	Fri	10	10	10	10	10	10
10/04/09 - 10/17/09	10/23/09	Fri	10	10	10	10	10	10
10/18/09 - 10/31/09	11/06/09	Fri	10	10	10	10	10	10
11/01/09 - 11/14/09	11/20/09	Fri	9	9	9	9	9	9
11/15/09 - 11/28/09	12/04/09	Fri	7	7	7	7	7	7
11/29/09 - 12/12/09	12/18/09	Fri	10	10	10	10	10	10
12/13/09 - 12/26/09	12/31/09 * Thu		6	6	6	6	6	6
12/27/09 - 01/09/10	01/15/10 ♦ Fri		7	7	7	7	7	7
01/10/10 - 01/23/10	01/29/10	Fri	9	9	10	10	10	10
01/24/10 - 02/06/10	02/12/10	Fri	9	9	9	9	9	9
02/07/10 - 02/20/10	02/26/10	Fri	10	10	10	10	10	10
02/21/10 - 03/06/10	03/12/10	Fri	10	10	10	10	10	10
03/07/10 - 03/20/10	03/26/10	Fri	10	10	10	10	10	10
03/21/10 - 04/03/10	04/09/10	Fri	10	10	10	10	10	10
04/04/10 - 04/17/10	04/23/10	Fri	5	5	5	5	5	5
04/18/10 - 05/01/10	05/07/10	Fri	9	9	9	9	9	9
05/02/10 - 05/15/10	05/21/10	Fri	10	10	10	10	10	10
05/16/10 - 05/29/10	06/04/10	Fri	10	10	10	10	10	10
05/30/10 - 06/12/10	06/18/10	Fri	E 9	E 8	E 9	E 9	E 9	E 9
06/13/10 - 06/26/10	06/30/10	Wed	1	---	5	2	5	5
06/27/10 - 06/29/10	06/30/10	Wed	---	---	---	---	---	---

Revised paid days

E This symbol identifies when the escrow balance will be paid.

Total Days:	191	193	224	205	209	211
Start Date:	08/24/09 M	08/11/09 Tu	07/14/09 Tu	08/06/09 Th	08/05/09 W	08/03/09 M
End Date:	06/14/10 M	06/10/09 Th	06/18/10 F	06/15/10 Tu	06/18/10 F	06/18/10 F

Equalized days per payday - core year:	9 days	9 days	9 days	9 days	9 days	9 days
Equalized Pay Factor - core year:	0.1000	0.1000	0.1000	0.1000	0.1000	0.1000
Beginning & end of year paydays with no escrow contribution: >> No escrow is withheld on 9 day pay periods.<<	none	08/28/09 09/11/09	07/31/09 06/30/10	08/14/09 06/30/10	08/14/09 06/30/10	08/14/09 06/30/10
Equalized Pay Payback Dates:	12/04/09 12/31/09 01/15/10 04/23/10	12/04/09 12/31/09 01/15/10 04/23/10	12/04/09 12/31/09 01/15/10 04/23/10	12/04/09 12/31/09 01/15/10 04/23/10	12/04/09 12/31/09 01/15/10 04/23/10	12/04/09 12/31/09 01/15/10 04/23/10
End of Year Escrow Payback Payday:	06/18/10	06/18/10	06/18/10	06/18/10	06/18/10	06/18/10

*One payday is scheduled during the holidays on 12/31/09 (during Winter Break).
 ♦ Less than normal compensation may result on the 01/15/10 payday due to the later start of the school year and non-paid holidays.

Hillsborough County Public Schools
V PAYROLL
LESS THAN 12 MONTH INSTRUCTIONAL SUPPORT
2009 - 2010

Pay Plan: ALL1

Lawson Pay Period	Legacy Pay Class :		V27/213	V28/200	V30/195	V31/196	V32/213	V34/224
			Revised	Revised	Revised	Revised	Revised	Revised
	Pay Date	Day	Data Processors	SNS Mgr	SNS Asst, Product Coord	196-day Teacher Aide	High School Registrar	OT/PT Asst
			Paid Days	Paid Days	Paid Days	Paid Days	Paid Days	Paid Days
07/01/09 - 07/11/09	07/17/09	Fri	---	---	---	---	---	---
07/12/09 - 07/25/09	07/31/09	Fri	---	---	---	---	---	---
07/26/09 - 08/08/09	08/14/09	Fri	7	---	---	---	7	10
08/09/09 - 08/22/09	08/28/09	Fri	10	9	5	5	10	10
08/23/09 - 09/05/09	09/11/09	Fri	10	10	10	10	10	10
09/06/09 - 09/19/09	09/25/09	Fri	10	10	10	10	10	10
09/20/09 - 10/03/09	10/09/09	Fri	10	10	10	10	10	10
10/04/09 - 10/17/09	10/23/09	Fri	10	10	10	10	10	10
10/18/09 - 10/31/09	11/06/09	Fri	10	10	10	10	10	10
11/01/09 - 11/14/09	11/20/09	Fri	9	9	9	9	9	9
11/15/09 - 11/28/09	12/04/09	Fri	7	7	7	7	7	7
11/29/09 - 12/12/09	12/18/09	Fri	10	10	10	10	10	10
12/13/09 - 12/26/09	12/31/09 * Thu		6	6	6	6	6	6
12/27/09 - 01/09/10	01/15/10 ♦ Fri		7	7	7	7	7	7
01/10/10 - 01/23/10	01/29/10	Fri	10	10	9	9	10	10
01/24/10 - 02/06/10	02/12/10	Fri	9	9	9	9	9	9
02/07/10 - 02/20/10	02/26/10	Fri	10	10	10	10	10	10
02/21/10 - 03/06/10	03/12/10	Fri	10	10	10	10	10	10
03/07/10 - 03/20/10	03/26/10	Fri	10	10	10	10	10	10
03/21/10 - 04/03/10	04/09/10	Fri	10	10	10	10	10	10
04/04/10 - 04/17/10	04/23/10	Fri	5	5	5	5	5	5
04/18/10 - 05/01/10	05/07/10	Fri	9	9	9	9	9	9
05/02/10 - 05/15/10	05/21/10	Fri	10	10	10	10	10	10
05/16/10 - 05/29/10	06/04/10	Fri	10	10	10	10	10	10
05/30/10 - 06/12/10	06/18/10	Fri	E	E	E	E	E	E
06/13/10 - 06/26/10	06/30/10	Wed	5	---	---	1	5	10
06/27/10 - 06/29/10	06/30/10	Wed	---	---	---	---	---	3

Revised paid days

E	This symbol identifies when the escrow balance will be paid.
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Total Days:	213	200	195	196	213	224
Start Date:	07/29/09 W	08/11/09 Tu	08/17/09 M	08/17/09 M	07/29/09 W	07/27/09 M
End Date:	06/18/10 F	06/11/10 F	06/11/10 F	06/14/10 M	06/18/10 F	06/30/10 W

Equalized days per payday - core year:	9 days	9 days	9 days	9 days	9 days	9 days
Equalized Pay Factor - core year:	0.1000	0.1000	0.1000	0.1000	0.1000	0.1000
Beginning & end of year paydays with no escrow contribution: >> No escrow is withheld on 9 day pay periods.<<	08/14/09 06/30/10	08/28/09	08/28/09	08/28/09 06/30/10	08/14/09 06/30/10	06/30/10
Equalized Pay Payback Dates:	12/04/09 12/31/09 01/15/10 04/23/10	12/04/09 12/31/09 01/15/10 04/23/10	12/04/09 12/31/09 01/15/10 04/23/10	12/04/09 12/31/09 01/15/10 04/23/10	12/04/09 12/31/09 01/15/10 04/23/10	12/04/09 12/31/09 01/15/10 04/23/10
End of Year Escrow Payback Payday:	06/18/10	06/18/10	06/18/10	06/18/10	06/18/10	06/18/10

- *One payday is scheduled during the holidays on 12/31/09 (during Winter Break).
- ♦ Less than normal compensation may result on the 01/15/10 payday due to the later start of the school year and non-paid holidays.

Hillsborough County Public Schools
V PAYROLL
LESS THAN 12 MONTH INSTRUCTIONAL SUPPORT
2009 - 2010

Pay Plan: ALL1

Lawson Pay Period	Legacy Pay Class :		V35/190	V36/205	V37/205	V39/200	V40/201
			Revised	Revised	Revised	Revised	Revised
	Pay Date	Day	Riders	Health Asst & LPN	Staff Nurses	Asst Teachers & OT/PT	Head Start Instructors
			Paid Days	Paid Days	Paid Days	Paid Days	Paid Days
07/01/09 - 07/11/09	07/17/09	Fri	---	---	---	---	---
07/12/09 - 07/25/09	07/31/09	Fri	---	---	---	---	---
07/26/09 - 08/08/09	08/14/09	Fri	---	---	---	---	---
08/09/09 - 08/22/09	08/28/09	Fri	2	10	10	7	8
08/23/09 - 09/05/09	09/11/09	Fri	9	10	10	10	10
09/06/09 - 09/19/09	09/25/09	Fri	10	10	10	10	10
09/20/09 - 10/03/09	10/09/09	Fri	10	10	10	10	10
10/04/09 - 10/17/09	10/23/09	Fri	10	10	10	10	10
10/18/09 - 10/31/09	11/06/09	Fri	10	10	10	10	10
11/01/09 - 11/14/09	11/20/09	Fri	9	9	9	9	9
11/15/09 - 11/28/09	12/04/09	Fri	7	7	7	8	8
11/29/09 - 12/12/09	12/18/09	Fri	10	10	10	10	10
12/13/09 - 12/26/09	12/31/09 * Thu		6	6	6	6	6
12/27/09 - 01/09/10	01/15/10 ♦ Fri		7	7	7	7	7
01/10/10 - 01/23/10	01/29/10	Fri	9	10	10	9	9
01/24/10 - 02/06/10	02/12/10	Fri	9	9	9	9	9
02/07/10 - 02/20/10	02/26/10	Fri	10	10	10	10	10
02/21/10 - 03/06/10	03/12/10	Fri	10	10	10	10	10
03/07/10 - 03/20/10	03/26/10	Fri	10	10	10	10	10
03/21/10 - 04/03/10	04/09/10	Fri	10	10	10	10	10
04/04/10 - 04/17/10	04/23/10	Fri	5	5	5	5	5
04/18/10 - 05/01/10	05/07/10	Fri	9	9	9	10	10
05/02/10 - 05/15/10	05/21/10	Fri	10	10	10	10	10
05/16/10 - 05/29/10	06/04/10	Fri	10	10	10	10	10
05/30/10 - 06/12/10	06/18/10	Fri	E 8	E 9	E 9	E 9	E 9
06/13/10 - 06/26/10	06/30/10	Wed	---	4	4	1	1
06/27/10 - 06/29/10	06/30/10	Wed	---	---	---	---	---

Revised paid days

E This symbol identifies when the escrow balance will be paid.

Total Days:	190	205	205	200	201
Start Date:	08/14/09 F	08/10/09 M	08/10/09 M	08/13/09 Th	08/12/09 W
End Date:	06/10/10 Th	06/17/10 Th	06/17/10 Th	06/14/10 M	06/14/10 M

Equalized days per payday - core year:	9 days	9 days	9 days	9 days	9 days
Equalized Pay Factor - core year:	0.1000	0.1000	0.1000	0.1000	0.1000
Beginning & end of year paydays with no escrow contribution: >> No escrow is withheld on 9 day pay periods.<<	08/28/09 09/11/09	06/30/10	06/30/10	08/28/09 06/30/10	08/28/09 06/30/10
Equalized Pay Payback Dates:	12/04/09 12/31/09 01/15/10 04/23/10	12/04/09 12/31/09 01/15/10 04/23/10	12/04/09 12/31/09 01/15/10 04/23/10	12/04/09 12/31/09 01/15/10 04/23/10	12/04/09 12/31/09 01/15/10 04/23/10
End of Year Escrow Payback Payday:	06/18/10	06/18/10	06/18/10	06/18/10	06/18/10

*One payday is scheduled during the holidays on 12/31/09 (during Winter Break).
 ♦Less than normal compensation may result on the 01/15/10 payday due to the later start of the school year and non-paid holidays.

Hillsborough County Public Schools
EMPLOYEE DEDUCTION SCHEDULE
 2009 - 2010

Legacy Payroll Code ▶▶▶			A Payroll	P & R Payrolls	V Payroll	
Deduction Title	Payment Description	Deduction Code	Deductions per Year & Paydays	Deductions per Year & Paydays	Deductions per Year & Paydays	
Taxes	Federal Tax	FED TAX	Every Payday	Every Payday	Every Payday	
	Additional Tax	FED TAX				
	Earned Income Credit	EIC				
	FICA Tax	FICA EE				
	Medicare Tax	MED EE				
	Alternative Retirement	ALT R EE				
Retirement IE plan	FRS IE E					
Education Foundation	ED FOUND					
Levies	Child Support	CS+++++				
	Creditor Garnishment	Garnish\$ Garnish%				
	IRS Levy	IRS LEVY				
	Levy Fee	LEVY FEE				
	SDHC Levy	SDHC LVY				
	Student Loan-Florida	STLN FL\$				
	Student Loan-Not FL	STLN++++				
Insurance & Voluntary Benefits	Cancer Ins-AFLAC	AFLAC 20	20 paydays * 09/11/09-06/18/10	20 09/11/09-06/18/10	20 paydays * 09/11/09-06/18/10	
	Voluntary Benefits Pretax	Various		F0+E F2+E F1+E F3+E		25 paydays * 07/17/09-06/30/10
	Voluntary Benefits Posttax	Various		F41E F61E F42E F62E		
	AON Debit Card Payback	Fbdebt b		F50E		
	Humana Health Ins	Various		H++E		
	Gap Insurance	Various		G0+E		
	Income Protection-FORTIS	FORTIS20		B16E		
	Savings Bonds	SBE \$50 SBE \$100		S050 S100		
	Unum Benefits	CANCERb ACC/HIPb LifeLTCb		F51E F52E F53E		
	Supplemental Life	SUP LIFb		F43E		
	Spousal Life	SPS LIFb		F44E		
	Dependent Life	CHLD LFB		F45E		
	Tax Shelter Accounts (TSA)	Various		D+++		25 paydays * 07/17/09-06/30/10
Trustmark Posttax	Various	F46E F66E F47E F67E F48E F68E F49E F69E				
Unions & Associations	HSEF Union Dues	HSEF	B11E	Not Applicable	Every Payday	Every Payday
	HCTA Dues-ESP	CTA TCH	B02E	Not Applicable	20 paydays * 09/11/09-06/18/10	20 09/11/09-06/18/10 *
	HCTA Economic Services	ECSV	B03E	20 09/11/09-06/18/10 *		
	HCTA Dues-Teachers	CTA TCH	B01E			
	HCTA Dues-Job Share Tchr	CTA JST	B12E			
	HASA Dues	HASA	B20E			
	FASA Dues	FASA	B21E			
	NAESP Dues	NAESP	B22E			
	NASSP Dues	NASSP	B23E			
	PEN of Florida Dues	PEN - FL	B10E			
Not Applicable				Not Applicable		
Credit Union	S CU DED	SCU	20 paydays 09/11/09-06/04/10	26 paydays 07/17/09-06/30/10	20 paydays 09/11/09-06/04/10	
EYP Flat Amount	EYP AMT	EYPA	20 paydays *	Not Applicable	20 paydays *	
EYP 12%	EYP 12%	EYPP	09/11/09-06/18/10		09/11/09-06/18/10	
United Way	UW	B08E	15 11/06/09-06/04/10 *	15 11/06/09-06/04/10 *	15 11/06/09-06/04/10 *	

* Deductions that are noted above with this asterisk will not be taken on the 12/04/09 payday.

Hillsborough County Public Schools
ADDITIONAL DEDUCTION INFORMATION
2009 - 2010

A & V Payrolls:

- a. All deductions will be withheld over 20 paydays except for:
 - (1) Taxes, levies & Education Foundation are withheld on every payday
 - (2) United Way is only withheld over 15 paydays

P & R Payrolls:

- a. A variety of different deduction frequencies apply to 12 month personnel including:
 - (1) Taxes, levies & Education Foundation are withheld on every payday
 - (2) 15 paydays for United Way
 - (3) 20 paydays for cancer, supplemental life, GAP & income protection insurance, HCTA, HASA & savings bonds.
 - (4) 25 paydays for TSA, health insurance, Trustmark & voluntary pretax & posttax benefits
 - (5) 26 paydays for deductions to the Suncoast Schools Federal Credit Union

Humana Health Insurance:

- a. The health insurance plan year is January 1st through December 31st for all employees
- b. Premiums are deducted one month in advance (December 1st through November 30th).
- c. A & V payrolls have 20 deductions while P & R payrolls have 25 deductions per year.
- d. No health deductions will be withheld for P & R payrolls on the 12/04/09 payday.
- d. No health deductions will be withheld for A & V payrolls on the 12/04/09 payday.

Supplemental Life Insurance:

- a. Twenty (20) deductions must be withheld for Supplemental Life from December through November for each plan year.
- b. Remaining deductions for the 2009 plan year will be taken from late August through November 2009.
- c. Deductions for the 2010 plan year will be withheld from December 2009 through November 2010.
- d. Normally, no deductions are taken during June, July and most of August.

HSEF Union Dues (new rates effective 02/15/08):

- a. HSEF dues apply to those employees covered by the blue-collar contract that voluntarily choose to join the union.
- b. Every payday for the P & V payrolls is subject to the dues contribution.
- c. HSEF dues are calculated at a rate of .0236 multiplied by gross pay with a minimum of \$7.00 and a maximum of \$17.70 per pay period.

EYP (Extended Year Payments):

- a. EYP refunds will be split equally into four (4) equal payments issued on 6/30/10, 7/16/10, 7/30/10 and 8/13/10.

Hillsborough County Public Schools
**A PAYROLL - LESS THAN 12 MONTH INSTRUCTIONAL
 SICK LEAVE ACCRUAL SCHEDULE
 2009 - 2010**

Sick leave is accrued on paid time only. Employees accrue one day of sick leave for each month of employment Florida Statute 1012.61(2)(a)1. A half day (.5) accrual is credited on each payday until the annual accrual is credited.

Pay Class	A01 & A02	A03	A04 & A05	A07	A08	A09 & A10
10 Month Personnel DAYS	10 1/2 Month Personnel DAYS	11 Month Personnel DAYS	Psychologists & 10.5 Month Social Workers DAYS	Elem & Middle School Counselors DAYS	High School Counselors & Elem Asst Prin DAYS	
Pay Date						
1 07/17/09	---	---	---	---	---	---
2 07/31/09	---	---	---	---	---	---
3 08/14/09	---	---	4.0	---	---	---
4 08/28/09	4.0	4.0	0.5	4.0	4.0	4.0
5 09/11/09	0.5	0.5	0.5	0.5	0.5	0.5
6 09/25/09	0.5	0.5	0.5	0.5	0.5	0.5
7 10/09/09	0.5	0.5	0.5	0.5	0.5	0.5
8 10/23/09	0.5	0.5	0.5	0.5	0.5	0.5
9 11/06/09	0.5	0.5	0.5	0.5	0.5	0.5
10 11/20/09	0.5	0.5	0.5	0.5	0.5	0.5
11 12/04/09	0.5	0.5	0.5	0.5	0.5	0.5
12 12/18/09	0.5	0.5	0.5	0.5	0.5	0.5
13 12/31/09	---	---	---	---	---	---
14 01/15/10	0.5	0.5	0.5	0.5	0.5	0.5
15 01/29/10	0.5	0.5	0.5	0.5	0.5	0.5
16 02/12/10	0.5	0.5	0.5	0.5	0.5	0.5
17 02/26/10	0.5	0.5	0.5	0.5	0.5	0.5
18 03/12/10	---	0.5	0.5	0.5	0.5	0.5
19 03/26/10	---	---	---	---	---	---
20 04/09/10	---	---	---	---	---	---
21 04/23/10	---	---	---	---	---	---
22 05/07/10	---	---	---	---	---	---
23 05/21/10	---	---	---	---	---	---
Total Days	10.0	10.5	11.0	10.5	10.5	10.5

Instructional employees are entitled to four days of sick leave on the first day of each contract year.
 All other employees are entitled to four days of sick leave at the end of the first month of each contract year.

Sick leave accrual adjustments will be made for:

- (1) Employees that begin working after the normal contract starting date.
- (2) Employees that take a long-term leave of absence or terminate employment prior to the normal contract ending date.

Hillsborough County Public Schools
12 MONTH PERSONNEL
SICK LEAVE ACCRUAL SCHEDULE
2009 - 2010

Sick Leave is accrued on paid time only. Employees accrue one day of sick leave for each month of employment per Florida Statute 1012.61(2)(a)1. A half day (.5) accrual is credited on each payday until the annual accrual is credited.

	Pay Class	P01 & P03	R01 & R03	R02 & R05
		Non-Instructional Personnel	12 Month Instructional Personnel	12 Month Administrators
	Pay Date	DAYS	DAYS	DAYS
1	07/17/09	---	4.0	---
2	07/31/09	---	0.5	---
3	08/14/09	4.5	0.5	4.5
4	08/28/09	0.5	0.5	0.5
5	09/11/09	0.5	0.5	0.5
6	09/25/09	0.5	0.5	0.5
7	10/09/09	0.5	0.5	0.5
8	10/23/09	0.5	0.5	0.5
9	11/06/09	0.5	0.5	0.5
10	11/20/09	0.5	0.5	0.5
11	12/04/09	0.5	0.5	0.5
12	12/18/09	0.5	0.5	0.5
13	12/31/09	---	---	---
14	01/15/10	0.5	0.5	0.5
15	01/29/10	0.5	0.5	0.5
16	02/12/10	0.5	0.5	0.5
17	02/26/10	0.5	0.5	0.5
18	03/12/10	0.5	0.5	0.5
19	03/26/10	0.5	---	0.5
20	04/09/10	---	---	---
21	04/23/10	---	---	---
22	05/07/10	---	---	---
23	05/21/10	---	---	---
24	06/04/10	---	---	---
25	06/18/10	---	---	---
26	06/30/10	---	---	---
	Total Days	12.0	12.0	12.0

Instructional employees are entitled to four days of sick leave on the first day of each contract year. All other employees are entitled to four days of sick leave at the end of the first month of each contract year. This date will fall within the applicable pay period dates. Four days of sick leave will be credited on the corresponding payday.

Sick leave accrual adjustments will be made for:

- (1) Employees that begin working after the normal contract starting date.
- (2) Employees that take a long-term leave of absence or terminate employment prior to the normal contract ending date.

Hillsborough County Public Schools

V PAYROLL - LESS THAN 12 MONTH INSTRUCTIONAL SUPPORT
SICK LEAVE ACCRUAL SCHEDULE
2009 - 2010

Sick leave is accrued on paid time only. Employees accrue one day of sick leave for each month of employment per Florida Statute 1012.61(2)(a)1. A half day (.5) accrual is credited on each payday until the annual accrual is credited.

Pay Class	V21	V22	V23	V24	V25	V26	V27	V28	V30	V31	V32	V34	V35	V36	V37	V39	V40
Pay Date	ESE Attn	Bus Drivers	Pers Secy	10.5 Month Clerks	Middle School Bookpr	High School Bookpr	Data Processors & Lead Drivers	SNS Mgr	SNS Asst, Prod Coord	196-day Teacher Aides	High School Registr	OT/PT Asst	Riders	Health Asst	Staff Nurses	Assistant Teachers & OT/PT	Head Start Instructors
1	07/17/09	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---
2	07/31/09	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---
3	08/14/09	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---
4	08/28/09	---	---	4.5	---	---	---	---	---	---	---	---	---	---	---	---	---
5	09/11/09	---	---	0.5	4.5	4.5	4.5	---	---	---	4.5	4.5	---	---	---	---	---
6	09/25/09	---	4.5	0.5	4.5	0.5	0.5	4.5	4.5	4.5	0.5	0.5	4.5	4.5	4.5	4.5	4.5
7	10/09/09	4.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5
8	10/23/09	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5
9	11/06/09	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5
10	11/20/09	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5
11	12/04/09	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5
12	12/18/09	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5
13	12/31/09	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---
14	01/15/10	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5
15	01/29/10	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5
16	02/12/10	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5
17	02/26/10	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5
18	03/12/10	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	---	0.5	0.5	0.5	0.5
19	03/26/10	---	---	0.5	0.5	---	0.5	0.5	---	---	0.5	0.5	---	0.5	0.5	---	---
20	04/09/10	---	---	---	---	---	---	---	---	---	---	0.5	---	---	---	---	---
21	04/23/10	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---
22	05/07/10	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---
Total Days	9.5	10.0	11.5	10.5	10.5	11.0	11.0	10.0	10.0	10.0	11.0	11.5	9.5	10.5	10.5	10.0	10.0

Instructional employees are entitled to four days of sick leave on the first day of each contract year. All other employees are entitled to four days of sick leave at the end of the first month of each contract year. This date will fall within the applicable pay period dates. Four days of sick leave will be credited on the corresponding payday.

Sick leave accrual adjustments will be made for:

- (1) Employees that begin working after the normal contract starting date.
- (2) Employees that take a long-term leave of absence or terminate employment prior to the normal contract ending date.

2009 - 2010 INSTRUCTIONAL PERSONNEL HIGHLIGHTS

Revised

Revised

1. Starting Date	Less Than 12 Month Instructional	Legacy Pay Class	First Pay Date
July 27	Secondary Assistant Principals	A04	August 14
July 29	11 Month Teachers & ROTC Instructors	A05	August 14
August 7	10 1/2 Month Teachers	A03	August 14
August 10	High School Guidance Counselors	A09	August 28
August 10	Elementary Assistant Principals	A10	August 28
August 12	Elementary Guidance Counselors	A08	August 28
August 12	Middle School Guidance Counselors	A08	August 28
August 12	Psychologists & 10 1/2 Month Social Workers	A07	August 28
August 14	10 Month Social Workers	A02	August 28
August 17	10 Month Alternative Ed Teachers	A01	August 28
August 17	10 Month Teachers	A01	August 28

2. July 10, 17, 24 & 31 District sites closed on Fridays.
3. August 17-18, 20-21 & 24 Pre-planning days
4. August 19 Professional Day
5. September 7 Labor Day - 1st Paid Teacher Holiday
6. November 11 Veterans Day - 2nd Paid Teacher Holiday
7. November 23-24 Non-paid Holidays
8. November 25 Conference Day
9. November 26-27 Thanksgiving Holidays - 3rd & 4th Paid Teacher Holidays
10. December 21 - January 1 Winter Holidays - Non-paid Holidays
 * December 21-25, 30-31 and January 1 are non-paid holidays.
 * December 28-29 are the 5th & 6th paid teacher holidays.
11. January 18 Martin Luther King Day - Non-paid Holiday
12. January 19 Teacher Work Day
13. February 5 Fair Day - Non-paid Holiday
14. March 8 East Hillsborough celebrates Strawberry Festival Day in lieu of Fair Day (non-paid Holiday).
15. April 12-16 Spring Holidays - Non-paid Holidays
16. April 30 Conference Day
17. May 31 Memorial Day - Non-paid Holiday
18. June 11 & 14 Post-planning days

19. Ending Date	Less Than 12 Month Instructional	Legacy Pay Class	Last Pay Date
June 11	10 1/2 Month Teachers	A03	June 18
June 14	10 Month Alternative Ed Teachers	A01	June 30
June 14	10 Month Teachers	A01	June 30
June 14	10 Month Social Workers	A02	June 30
June 16	Elementary Guidance Counselors	A08	June 30
June 16	Middle School Guidance Counselors	A08	June 30
June 16	High School Guidance Counselors	A09	June 30
June 17	11 Month Teachers & ROTC Instructors	A05	June 30
June 18	Psychologists & 10 1/2 Month Social Workers	A07	June 30
June 18	Secondary Assistant Principals	A04	June 30
June 21	Elementary Assistant Principals	A10	June 30

Revised

Revised

1. July 3 Independence Day:
Paid holiday for 12 month employees.

2. July 10, 17, 24 & 31 District sites closed on Fridays.

3.

Starting Date	Less Than 12 month Instructional Support	Legacy Pay Class	First Pay Date
July 14	Personal Secretaries	V23	July 31
July 27	Occupational and Physical Therapist Assistants	V34	August 14
July 29	Data Processors, Lead Drivers and High School Registrars	V27, V32	August 14
August 3	High School Bookkeepers	V26	August 14
August 5	Middle School Bookkeepers	V25	August 14
August 6	10 1/2 Month Clerks	V24	August 14
August 10	Health Assistants, LPN, and Staff Nurses	V36, V37	August 28
August 11	SNS Managers	V28	August 28
August 11	Bus Drivers	V22	August 28
August 12	Head Start Instructors	V40	August 28
August 13	Assistant Teachers & OT/PT	V39	August 28
August 14	Riders	V35	August 28
August 17	Teacher Aides	V31	August 28
August 17	SNS Assistants and Product Coordinators	V30	August 28
August 24	ESE Attendants	V21	September 11

4. August 11-14, 17 Inservice Days for Bus Drivers.

5. August 14, 17 Inservice Day for Riders.

6. August 18-21, 24 Non-paid days for Bus Drivers and Riders.

7. September 7 Labor Day:
 - a. Paid holiday for all less than 12 month support employees.
 - b. Non-paid holiday for all 12 month employees.

8. September 8 - 11 12 month employees work four 10-hour days.

9. November 11 Veteran's Day:
 - a. Non-paid holiday for all less than 12 month support employees.
 - b. Work day for all 12 month employees.

10. November 23 - 27 Thanksgiving week:
 - a. Less than 12 month employees:
 - * November 23-25 are non-paid holidays.
 - * November 26-27 are paid holidays.
 - * EXCEPTION: November 25 is a conference day for Assistant Teachers, OT/PT and Head Start Instructors.
 - b. 12 month 253-day personnel:
 - * November 23-25 are non-paid holidays.
 - * November 26-27 are paid holidays.
 - c. 12 month DJJ 257-day employees:
 - * November 23 is a work day.
 - * November 24-25 & 27 are non-paid holidays.
 - * November 26 is a paid holiday.

11. December 21 - January 1 Winter Holidays:
 - a. Less than 12 month employees:
 - * December 25, 28 and January 1 are paid holidays.
 - * December 21-24, 29-31 are non-paid holidays.
 - b. 12 month 253-day personnel:
 - * December 21-25, 30-31 and January 1 are paid holidays.
 - * December 28-29 are non-paid holidays.
 - c. 12 month DJJ 257-day employees:
 - * December 21-23 are work days.
 - * December 24-25, 29-31 and January 1 are paid holidays.
 - * December 28 is a non-paid holiday.

2009 - 2010 INSTRUCTIONAL SUPPORT PERSONNEL HIGHLIGHTS

Revised

Revised

12. January 18 **Martin Luther King Day:**
Non-paid holiday for instructional support and 12 month employees.

13. January 19 Work day for all less than 12 month instructional support and 12 month employees.
(Teacher Work Day)

14. January 19 - 22 All 12 month employees and less than 12 month support employees work four 10-hour days except for: ESE Attendants, Bus Drivers, SNS Assistants, Teacher Aides, Riders, Assistant Teachers, Staff Occupational Therapists and Headstart Instructors who will work their normal length of day.

15. February 5 Fair Day - Non-paid holiday for ALL less than 12 month employees.
(12 month employees work on this day)

16. March 8 East Hillsborough celebrates Strawberry Festival Day in lieu of Fair Day.

17. April 12 - 16 **Spring Holidays:**
 - a. Less than 12 month employees - Non-paid holidays.
 - b. 12 month 253-day personnel:
*April 12-13 are paid holidays.
*April 14-16 are non-paid holidays.
 - c. 12 month DJJ 257-day employees - Paid holidays.

19. April 30 Non-paid holiday for less than 12 month personnel, except Assistant Teachers, Head Start Instructors, & Staff Occupational Therapists work this day.
(12 month employees work on this day)

20. May 31 Memorial Day is a non-paid holiday for all less than 12 month instructional support employees and 12 month 253-day personnel. (257-day employees work on this day)

21. June 1 - 4 12 month 253-day employees work four 10-hour days.

Ending Date	Less Than 12 Month Non-Instructional	Legacy Pay Class	Last Pay Date
June 10	Bus Drivers	V22	June 18
June 10	Riders	V35	June 18
June 11	SNS Assistants and Product Coordinators	V30	June 18
June 11	SNS Managers	V28	June 18
June 14	ESE Attendants	V21	June 30
June 14	Teacher Aides	V31	June 30
June 14	Head Start Instructors	V40	June 30
June 14	Assistant Teachers & OT/PT	V39	June 30
June 15	10 1/2 Month Clerks	V24	June 30
June 17	Staff Nurses	V37	June 30
June 17	Health Assistants and LPN	V36	June 30
June 18	Data Processors, Lead Drivers and High School Registrars	V27, V32	June 30
June 18	Middle School Bookkeepers	V25	June 30
June 18	High School Bookkeepers	V26	June 30
June 18	Personal Secretaries	V23	June 30
June 30	Occupational and Physical Therapist Assistants	V34	June 30