

**BALTIMORE COUNTY PUBLIC SCHOOLS**

**DATE:** July 13, 2010  
**TO:** **BOARD OF EDUCATION**  
**FROM:** Dr. Joe A. Hairston, Superintendent  
**SUBJECT:** **REPORT ON THE PROPOSED DELETION OF BOARD OF  
EDUCATION POLICY 3143 – REGULAR BIWEEKLY PAY**  
**ORIGINATOR:** Joe A. Hairston, Superintendent  
**RESOURCE  
PERSON(S):** Barbara Burnopp, Chief Financial Officer

**RECOMMENDATION**

That the Board of Education reviews the proposed deletion of Policy 3143. This is the first reading.

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Attachment I – Policy Analysis  
Attachment II – Policy 3143

**Policy Analysis for  
Board of Education Policy 3143  
Regular Biweekly Pay**

**Statement of Issues or Questions Addressed**

Board of Education Policy 3143 states the manner in which an employee's regular biweekly pay is calculated. It has been reviewed by the appropriate staff members, and the content is more appropriate as a procedure; therefore, deletion of this policy is recommended.

**Cost Analysis and Fiscal Impact on School System**

No fiscal impact is anticipated by the deletion of this policy.

**Relationship to Other Board of Education Policies**

None

**Legal Requirements**

None

**Similar Policies Adopted by Other Local School Systems**

Although Montgomery County Public Schools' Web site explains how to calculate biweekly pay, (See, "Understanding Your Pay Information" [http://www.montgomeryschoolsmd.org/departments/ersc/understanding\\_pay.shtm](http://www.montgomeryschoolsmd.org/departments/ersc/understanding_pay.shtm)), no board policy addresses the calculation method. Note, however, that MCPS Regulation GHD-RA addresses pay scales and calculations for support services employees.

**Draft of Proposed Policy**

Attached

**Other Alternatives Considered by Staff**

No other alternatives were considered.

**Timelines:**

First reading: July 13, 2010

Public Comment: August 10, 2010

Third reading: September 7, 2010

NON-INSTRUCTIONAL SERVICES: FISCAL SERVICES

PAYROLL MANAGEMENT: Regular Biweekly Pay

The regular biweekly pay is determined in the following manner:

1. The annual salary is divided by 217 for ten-month employees, or by the number of week days (Monday through Friday) from July 1 through June 30 for twelve-month employees, to obtain the daily rate of pay.
2. The daily rate of pay is multiplied by 10 to obtain the normal biweekly pay.

Policy  
Adopted: 6/12/75  
Revised: 10/27/77  
Revised: 7/13/04]

Board of Education of Baltimore County