DATE: September 7, 2010

TO: BOARD OF EDUCATION

FROM: Dr. Joe A. Hairston, Superintendent

SUBJECT: CONSIDERATION OF 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 approves the proposed deletion of Policy 3143. This is the third 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.shtml), 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.