GENERAL INFORMATION

1. A 10-month teacher’s annual salary, divided by 215, results in the current gross daily rate of pay. For permanent teachers, the hourly rate of pay is computed by dividing the gross daily rate by 8 hours per day. The hourly rate is then multiplied by the number of hours scheduled biweekly to determine the biweekly gross pay before adjustments. Except for the first and last check, each paycheck will equal 10 times the gross daily rate of pay.

2. All staff including temporary part time, short-term and long-term substitutes' paychecks will be available for viewing via ePaystub on the Monday prior to payday.

3. Please address inquiries to the Employee and Retiree Service Center at 301-517-8100.