

NOTES TO THE SCHEDULE OF PAY PERIODS AND PAYDAYS FOR ALL
MONTGOMERY COUNTY PUBLIC SCHOOLS EMPLOYEES
FY 2022–2023

Pay Period Number and Pay Period Dates	Footnotes and Comments																																										
PP01 June 04–June 17, 2022	Attendance must be posted and released by 4:00 p.m. on Friday, June 17, 2022. Payday is Friday, July 1, 2022																																										
PP02 June 18–July 01, 2022	Attendance for the pay period 6/18-7/1/22 must be posted and released by 4:00 p.m. on Tuesday, July 05, 2022																																										
PP03 July 02 –July 15, 2022	HOLIDAY—Monday, July 4, 2022 for all permanent 12-month staff																																										
PP04 July 16–July 29, 2022																																											
PP05 July 30, 2022–August 12, 2022																																											
PP06 August 13–August 26, 2022	<p>1st duty day for 10-month teachers August 22, 2022</p> <p>1st duty days for:</p> <table style="width: 100%; border-collapse: collapse;"> <tr><td>10-month School Secretaries I & II, Off. Asst. II</td><td style="text-align: right;">August 17, 2022</td></tr> <tr><td>Media Assistants & Serv. Techs</td><td style="text-align: right;">August 17, 2022</td></tr> <tr><td>10-month Cafeteria Workers I-CPF</td><td style="text-align: right;">August 22, 2022</td></tr> <tr><td>10-month Cafeteria Workers II-CPF</td><td style="text-align: right;">August 19, 2022</td></tr> <tr><td>Food Service Sanitation Tech I-CPF, Catering Ser. Worker</td><td style="text-align: right;">August 22, 2022</td></tr> <tr><td>Head Start Paraeducators</td><td style="text-align: right;">August 23, 2022</td></tr> <tr><td>Social Services Assistants</td><td style="text-align: right;">August 23, 2022</td></tr> <tr><td>Security Team Leaders</td><td style="text-align: right;">August 24, 2022</td></tr> <tr><td>Cafeteria Managers</td><td style="text-align: right;">August 23, 2022</td></tr> <tr><td>Field Managers</td><td style="text-align: right;">August 22, 2022</td></tr> <tr><td>Bus Operators & Bus Attendants</td><td style="text-align: right;">August 25, 2022</td></tr> <tr><td>Special Education Paraeducators</td><td style="text-align: right;">August 24, 2022</td></tr> <tr><td>Paraeducators</td><td style="text-align: right;">August 24, 2022</td></tr> <tr><td>Student Monitors</td><td style="text-align: right;">August 24, 2022</td></tr> <tr><td>Security Assistants</td><td style="text-align: right;">August 24, 2022</td></tr> <tr><td>English Composition Assistants</td><td style="text-align: right;">August 24, 2022</td></tr> <tr><td>Interpreters for Hearing Impaired</td><td style="text-align: right;">August 24, 2022</td></tr> <tr><td>Food Service Satellite Managers</td><td style="text-align: right;">August 24, 2022</td></tr> <tr><td>Permanent Cafeteria Substitutes</td><td style="text-align: right;">August 24, 2022</td></tr> <tr><td>10-month Cafeteria Workers I</td><td style="text-align: right;">August 25, 2022</td></tr> <tr><td>Warehouse Workers I & Truck Driver Worker</td><td style="text-align: right;">August 25, 2022</td></tr> </table> <p>SCHEDULED NO-WORK, NO PAY DAY (NPS)—Friday, August 26, 2022, for Bus Operators and Attendants</p> <p>Attendance must be posted and released by 4:00 p.m. on Monday, August 29, 2022</p>	10-month School Secretaries I & II, Off. Asst. II	August 17, 2022	Media Assistants & Serv. Techs	August 17, 2022	10-month Cafeteria Workers I-CPF	August 22, 2022	10-month Cafeteria Workers II-CPF	August 19, 2022	Food Service Sanitation Tech I-CPF, Catering Ser. Worker	August 22, 2022	Head Start Paraeducators	August 23, 2022	Social Services Assistants	August 23, 2022	Security Team Leaders	August 24, 2022	Cafeteria Managers	August 23, 2022	Field Managers	August 22, 2022	Bus Operators & Bus Attendants	August 25, 2022	Special Education Paraeducators	August 24, 2022	Paraeducators	August 24, 2022	Student Monitors	August 24, 2022	Security Assistants	August 24, 2022	English Composition Assistants	August 24, 2022	Interpreters for Hearing Impaired	August 24, 2022	Food Service Satellite Managers	August 24, 2022	Permanent Cafeteria Substitutes	August 24, 2022	10-month Cafeteria Workers I	August 25, 2022	Warehouse Workers I & Truck Driver Worker	August 25, 2022
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PP07 August 27–September 09, 2022	<p>1st duty day for: Permanent Lunch Hour Aides August 29, 2022</p> <p>HOLIDAY—Monday, September 5, 2022 for all permanent MCPS staff</p> <p>Attendance must be posted and released by 4:00 p.m. on Friday, September 09, 2022. Payday is September 16, 2022</p>																																										
PP08 September 10– September 23, 2022																																											
PP09 September 24–October 07, 2022	<p>SCHEDULED NO-WORK, NO-PAY DAY (NPS)— Monday, September 26, 2022 for all 10-month Support Services employees.</p> <p>SCHEDULED NO-WORK, NO-PAY DAY (NPS)—Wednesday, October 5, 2022 for the following 10-month SEIU staff: 10 mo. School Sec. I and II, Off. Asst. II, Field Trip Asst., Media Asst., All Paraeducators, Interp. Hearing Impaired I and II, Phys. Therapist Asst, Occup. Therapist Asst., Speech Path Asst., Security Asst., Student Monitor, Parent Coord., Dual Enrollment Asst., Perm. Lunch Hr. Aide, Social Servs. Asst., English Comp. Asst., 10-mo. Security Team Leader, Media Service Techs, Bus Operators and Attendants</p>																																										

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PP10 October 08–October 21, 2022	
PP11 October 22–November 04, 2022	SCHEDULED NO-WORK, NO-PAY DAY (NPS) – Monday, October 24, 2022 for all 10-month Supporting Services staff except for Bus Operators and Attendants
PP12 November 05–November 18, 2022	SCHEDULED NO-WORK, NO-PAY DAY (NPS) – Monday, November 07, 2022 for all 10-month Supporting Services staff HOLIDAY – Tuesday, November 8, 2022 for all permanent MCPS employees Attendance must be posted and released by 4:00 p.m. on Friday, November 18, 2022
PP13 November 19–December 02, 2022	SYSTEMWIDE CLOSING (EMR) – November 23, 2022 for all 12-month, 10-month MCEA, 11-month MCAAP staff SCHEDULED NO-WORK, NO-PAY DAY (NPS) – November 23, 2022 for all 10-month SEIU staff HOLIDAYS—November 24 & 25, 2022 for all permanent MCPS staff
PP14 December 03–December 16, 2022	Attendance must be posted and released by 4:00 p.m. on Friday, December 16, 2022
PP15 December 17–December 30, 2022	HOLIDAY—December 26, 2022 for all permanent MCPS staff COMPENSABLE NON-DUTY DAYS—December 23, 27, 28, 29, and 30, 2022 for 10-month MCEA & 11-month MCAAP staff SCHEDULED NO-WORK, NO PAY DAYS (NPS)—December 23, 27, 28, 29, and 30, 2022 for all 10-month SEIU staff
PP16 December 31–January 13, 2023	HOLIDAY – January 2, 2023 for all permanent MCPS staff Attendance must be posted and released by 4:00 p.m. on Tuesday, January 17, 2023
PP17 January 14–January 27, 2023	HOLIDAY—Monday, January 16, 2023 for all permanent MCPS staff SCHEDULED NO-WORK, NO-PAY DAY (NPS)—January 27, 2023 for the following 10-month SEIU staff: Food Srvc. Field Mgrs: Café.Perm. Sub, Food Srvc Satellite Mgr I, II, III; Café Wkr. I; Warehouse Worker; Truck Driver/Warehouse Worker; CPF Worker I &II; Catering Services Worker; Food Srvc Sanitation Tech; 10-mth Café Mgrs;
PP18 January 28–February 10, 2023	
PP19 February 11–February 24, 2023	HOLIDAY—Monday, February 20, 2023 for all permanent MCPS staff
PP20 February 25–March 10, 2023	
PP21 March 11–March 24, 2023	
PP22 March 25–April 07, 2023	HOLIDAY—Friday, April 7, 2023 for all permanent MCPS staff COMPENSABLE NON-DUTY DAYS—April 3, 4, 5, and 6, 2023 for 10-month MCEA & 11-month MCAAP) SCHEDULED NO-WORK, NO PAY DAYS (NPS)— March 31 and April 3, 4, 5, and 6, 2023 for all 10-month SEIU staff
PP23 April 08–April 21, 2023	HOLIDAY – Monday, April 10, 2023 for all permanent MCPS staff SCHEDULED NO-WORK, NO-PAY DAY (NPS) – Friday, April 21, 2023 for all 10-month SEIU staff Attendance must be posted and released by 4:00 p.m. on Tuesday, April 10, 2023
PP24 April 22–May 05, 2023	

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<p>PP25 May 06–May 19, 2023</p>																																			
<p>PP26 May 20–June 02, 2023</p>	<p>HOLIDAY—Monday, May 29, 2023 for all permanent MCPS staff</p>																																		
<p>PP27 June 03–June 16, 2023</p>	<p>Last duty day for:</p> <table style="width: 100%; border-collapse: collapse;"> <tr><td style="width: 80%;">10-month Cafeteria Workers I-CPF</td><td style="text-align: right;">June 13, 2023</td></tr> <tr><td>10-month Cafeteria Workers II-CPF</td><td style="text-align: right;">June 13, 2023</td></tr> <tr><td>Food Service Sanitation Tech. I-CPF, Catering Ser. Worker</td><td style="text-align: right;">June 13, 2023</td></tr> <tr><td>Field Managers</td><td style="text-align: right;">June 16, 2023</td></tr> <tr><td>Cafeteria Managers</td><td style="text-align: right;">June 16, 2023</td></tr> <tr><td>Bus Operators & Bus Attendants</td><td style="text-align: right;">June 16, 2023</td></tr> <tr><td>Special Education Paraeducators</td><td style="text-align: right;">June 16, 2023</td></tr> <tr><td>Paraeducators</td><td style="text-align: right;">June 16, 2023</td></tr> <tr><td>Student Monitors</td><td style="text-align: right;">June 16, 2023</td></tr> <tr><td>Security Assistants</td><td style="text-align: right;">June 16, 2023</td></tr> <tr><td>English Composition Assistants</td><td style="text-align: right;">June 16, 2023</td></tr> <tr><td>Interpreters for Hearing Impaired</td><td style="text-align: right;">June 16, 2023</td></tr> <tr><td>Food Service Satellite Managers</td><td style="text-align: right;">June 16, 2023</td></tr> <tr><td>Permanent Cafeteria Substitutes</td><td style="text-align: right;">June 16, 2023</td></tr> <tr><td>10-month Cafeteria Workers I</td><td style="text-align: right;">June 16, 2023</td></tr> <tr><td>Warehouse Workers I, Truck Drivers Worker</td><td style="text-align: right;">June 16, 2023</td></tr> <tr><td>Permanent Lunch Hour Aides</td><td style="text-align: right;">June 16, 2023</td></tr> </table> <p>Attendance must be posted and released by 4:00 p.m. on Friday, June 16, 2023</p>	10-month Cafeteria Workers I-CPF	June 13, 2023	10-month Cafeteria Workers II-CPF	June 13, 2023	Food Service Sanitation Tech. I-CPF, Catering Ser. Worker	June 13, 2023	Field Managers	June 16, 2023	Cafeteria Managers	June 16, 2023	Bus Operators & Bus Attendants	June 16, 2023	Special Education Paraeducators	June 16, 2023	Paraeducators	June 16, 2023	Student Monitors	June 16, 2023	Security Assistants	June 16, 2023	English Composition Assistants	June 16, 2023	Interpreters for Hearing Impaired	June 16, 2023	Food Service Satellite Managers	June 16, 2023	Permanent Cafeteria Substitutes	June 16, 2023	10-month Cafeteria Workers I	June 16, 2023	Warehouse Workers I, Truck Drivers Worker	June 16, 2023	Permanent Lunch Hour Aides	June 16, 2023
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<p>PP28 June 17–June 30, 2023</p>	<p>Systemwide Closing (EMR) – June 19, 2023 for 12-month, 10-month MCEA and 11-month MCAAP staff</p> <p>No-Work No Pay Day (NPS) – June 19, 2023 for 10-month School Secs I & II, Office Asst. II, Media Assts and Media Serv Techs, Head Start Paraeducators, Social Services Assts, Security Team Leaders</p> <p>Last duty day for:</p> <table style="width: 100%; border-collapse: collapse;"> <tr><td style="width: 80%;">10-month teachers</td><td style="text-align: right;">June 20, 2023</td></tr> <tr><td>Head Start Paraeducators</td><td style="text-align: right;">June 20, 2023</td></tr> <tr><td>Social Services Assistants</td><td style="text-align: right;">June 20, 2023</td></tr> <tr><td>Security Team Leaders</td><td style="text-align: right;">June 20, 2023</td></tr> <tr><td>10-month School Secretaries I & II & Off. Asst. II</td><td style="text-align: right;">June 23, 2023</td></tr> <tr><td>Media Assistants & Service Techs</td><td style="text-align: right;">June 23, 2023</td></tr> </table> <p>Attendance must be posted and released by 4:00 p.m. on Monday, July 3, 2023</p>	10-month teachers	June 20, 2023	Head Start Paraeducators	June 20, 2023	Social Services Assistants	June 20, 2023	Security Team Leaders	June 20, 2023	10-month School Secretaries I & II & Off. Asst. II	June 23, 2023	Media Assistants & Service Techs	June 23, 2023																						
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