

NOTES TO THE SCHEDULE OF PAY PERIODS AND PAYDAYS FOR ALL
MONTGOMERY COUNTY PUBLIC SCHOOLS EMPLOYEES
FY 2024–2025

Pay Period Number and Pay Period Dates	Footnotes and Comments
PP01 June 01–June 14, 2024	Attendance must be posted and released by 4:00 p.m. on Friday, June 14, 2024. Payday is Friday, June 28, 2024
PP02 June 15–June 28, 2024	Attendance for the pay period 6/15-6/28/24 must be posted and released by 4:00 p.m. on Friday, June 28, 2024
PP03 June 29 –July 12, 2024	HOLIDAY—Thursday, July 4, 2024 for all permanent 12-month staff Attendance for the pay period 6/29-7/12/24 must be posted and released by 4:00 p.m. on Friday, July 12, 2024
PP04 July 13–July 26, 2024	
PP05 July 27–August 09, 2024	
PP06 August 10–August 23, 2024	<p>1st duty day for 10-month teachers August 19, 2024</p> <p>1st duty days for:</p> <ul style="list-style-type: none"> 10-month School Secretaries I & II, Off. Asst. II August 14, 2024 Media Assistants & Serv. Techs August 14, 2024 10-month Cafeteria Workers I-CPF August 15, 2024 10-month Cafeteria Workers II-CPF August 14, 2024 Food Service Sanitation Tech I-CPF, Catering Ser. Worker August 15, 2024 Head Start Paraeducators August 20, 2024 Social Services Assistants August 20, 2024 Security Team Leaders August 21, 2024 Cafeteria Managers August 20, 2024 Field Managers August 19, 2024 Bus Operators & Bus Attendants August 22, 2024 Special Education Paraeducators August 21, 2024 Paraeducators August 21, 2024 Student Monitors August 21, 2024 Security Assistants August 21, 2024 English Composition Assistants August 21, 2024 Interpreters for Hearing Impaired August 21, 2024 Food Service Satellite Managers August 21, 2024 Permanent Cafeteria Substitutes August 21, 2024 10-month Cafeteria Workers I August 22, 2024 Warehouse Workers I & Truck Drivers August 22, 2024 <p>SCHEDULED NO-WORK, NO PAY DAY (NPS)—Friday, August 23, 2024, for Bus Operators and Attendants</p> <p>Attendance must be posted and released by 4:00 p.m. on Monday, August 26, 2024</p>
PP07 August 24–September 06, 2024	<p>1st duty day for: Permanent Lunch Hour Aides August 26, 2024</p> <p>HOLIDAY—Monday, September 02, 2024 for all permanent MCPS staff</p> <p>Attendance must be posted and released by 4:00 p.m. on Friday, September 06, 2024. Payday is September 13, 2024</p>
PP08 September 07– September 20, 2024	
PP09 September 21–October 04, 2024	SCHEDULED NO-WORK, NO-PAY DAY (NPS)— Thursday, October 03, 2024 for all 10-month Support Services staff

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<p>PP10 October 05–October 18, 2024</p>	<p>SCHEDULED NO-WORK, NO-PAY DAY (NPS) – Friday, October 18, 2024 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</p>
<p>PP11 October 19–November 01, 2024</p>	<p>Attendance must be posted and released by 4:00 p.m. on Friday, November 01, 2024</p>
<p>PP12 November 02–November 15, 2024</p>	<p>SCHEDULED NO-WORK, NO-PAYDAY (NPS) – Monday, November 4, 2024 for all 10-month SEIU staff</p> <p>Attendance must be posted and released by 4:00 p.m. on Friday, November 15, 2024. Payday is Wednesday, November 27, 2024.</p>
<p>PP13 November 16–November 29, 2024</p>	<p>SYSTEMWIDE CLOSING (EMR) – November 27, 2024 for all 12-month, 10-month MCEA, 11-month MCAAP staff</p> <p>SCHEDULED NO-WORK, NO-PAY DAY (NPS) – November 27, 2024 for all 10-month SEIU staff</p> <p>HOLIDAYS—November 28 & 29, 2024 for all permanent MCPS staff</p>
<p>PP14 November 30–December 13, 2024</p>	<p>Attendance must be posted and released by 4:00 p.m. on Friday, December 13, 2024</p>
<p>PP15 December 14–December 27, 2024</p>	<p>HOLIDAYS—December 24 and 25, 2024 for all permanent MCPS staff</p> <p>COMPENSABLE NON-DUTY DAYS—December 23, 26, and 27, 2024 for 10-month MCEA & 11-month MCAAP staff</p> <p>SCHEDULED NO-WORK, NO PAY DAYS (NPS)—December 23, 26, and 27, 2024 for all 10-month SEIU staff</p> <p>Attendance must be posted and released by 4:00 p.m. on Thursday, January 02, 2025</p>
<p>PP16 December 28–January 10, 2025</p>	<p>SYSTEMWIDE CLOSING – December 30 and 31, 2024 for all 12-month staff</p> <p>HOLIDAY – January 01, 2025 for all permanent MCPS staff</p> <p>SCHEDULED NO-WORK, NO PAY DAYS (NPS) – December 30 and 31, 2024 for all 10-month SEIU staff</p>
<p>PP17 January 11–January 24, 2025</p>	<p>HOLIDAY—Monday, January 20, 2025 for all permanent MCPS staff</p>
<p>PP18 January 25–February 07, 2025</p>	<p>SCHEDULED NO-WORK, NO-PAY DAY (NPS)—January 29, 2025 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;</p>
<p>PP19 February 08–February 21, 2025</p>	<p>HOLIDAY—Monday, February 17, 2025 for all permanent MCPS staff</p>
<p>PP20 February 22–March 07, 2025</p>	
<p>PP21 March 08–March 21, 2025</p>	
<p>PP22 March 22–April 04, 2025</p>	<p>SCHEDULED NO-WORK, NO-PAY DAY (NPS) – Monday, March 31, 2025 for all 10-month SEIU staff</p>
<p>PP23 April 05–April 18, 2025</p>	<p>HOLIDAY—Friday, April 18, 2025 for all permanent MCPS staff</p> <p>COMPENSABLE NON-DUTY DAYS—April 14, 15, 16, and 17, 2025 for 10-month MCEA & 11-month MCAAP)</p> <p>SYSTEMWIDE CLOSING – April 16 and 17, 2025 – for all 12-month staff</p> <p>SCHEDULED NO-WORK, NO PAY DAYS (NPS)—April 14, 15, 16 and 17, 2025 for all 10-month SEIU staff</p> <p>Attendance must be posted and released by 4:00 p.m. on Tuesday, April 22, 2025</p>

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PP27 May 31–June 13, 2025	<p>SCHEDULED NO-WORK, NO PAY DAY (NPS) – Friday, June 6, 2025 for all 10-month SEIU staff</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 07, 2025</td></tr> <tr><td>10-month Cafeteria Workers II-CPF</td><td style="text-align: right;">June 07, 2025</td></tr> <tr><td>Food Service Sanitation Tech. I-CPF, Catering Ser. Worker</td><td style="text-align: right;">June 07, 2025</td></tr> <tr><td>Field Managers</td><td style="text-align: right;">June 13, 2025</td></tr> <tr><td>Cafeteria Managers</td><td style="text-align: right;">June 13, 2025</td></tr> <tr><td>Bus Operators & Bus Attendants</td><td style="text-align: right;">June 13, 2025</td></tr> <tr><td>Special Education Paraeducators</td><td style="text-align: right;">June 13, 2025</td></tr> <tr><td>Paraeducators</td><td style="text-align: right;">June 13, 2025</td></tr> <tr><td>Student Monitors</td><td style="text-align: right;">June 13, 2025</td></tr> <tr><td>Security Assistants</td><td style="text-align: right;">June 13, 2025</td></tr> <tr><td>English Composition Assistants</td><td style="text-align: right;">June 13, 2025</td></tr> <tr><td>Interpreters for Hearing Impaired</td><td style="text-align: right;">June 13, 2025</td></tr> <tr><td>Food Service Satellite Managers</td><td style="text-align: right;">June 13, 2025</td></tr> <tr><td>Permanent Cafeteria Substitutes</td><td style="text-align: right;">June 13, 2025</td></tr> <tr><td>10-month Cafeteria Workers I</td><td style="text-align: right;">June 13, 2025</td></tr> <tr><td>Warehouse Workers I, Truck Drivers</td><td style="text-align: right;">June 13, 2025</td></tr> <tr><td>Permanent Lunch Hour Aides</td><td style="text-align: right;">June 13, 2025</td></tr> <tr><td>Head Start Paraeducators</td><td style="text-align: right;">June 14, 2025</td></tr> <tr><td>Social Services Assistants</td><td style="text-align: right;">June 14, 2025</td></tr> <tr><td>Security Team Leaders</td><td style="text-align: right;">June 14, 2025</td></tr> </table> <p>Attendance must be posted and released by 4:00 p.m. on Friday, June 14, 2025</p>	10-month Cafeteria Workers I-CPF	June 07, 2025	10-month Cafeteria Workers II-CPF	June 07, 2025	Food Service Sanitation Tech. I-CPF, Catering Ser. Worker	June 07, 2025	Field Managers	June 13, 2025	Cafeteria Managers	June 13, 2025	Bus Operators & Bus Attendants	June 13, 2025	Special Education Paraeducators	June 13, 2025	Paraeducators	June 13, 2025	Student Monitors	June 13, 2025	Security Assistants	June 13, 2025	English Composition Assistants	June 13, 2025	Interpreters for Hearing Impaired	June 13, 2025	Food Service Satellite Managers	June 13, 2025	Permanent Cafeteria Substitutes	June 13, 2025	10-month Cafeteria Workers I	June 13, 2025	Warehouse Workers I, Truck Drivers	June 13, 2025	Permanent Lunch Hour Aides	June 13, 2025	Head Start Paraeducators	June 14, 2025	Social Services Assistants	June 14, 2025	Security Team Leaders	June 14, 2025
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