

BCPS Employee Calendar 2023-2024

200-DAY TEACHERS**: Report on August 7, 2023, follow school calendar, and complete contract obligation on May 29, 2024, or as amended for make-up. Newly hired teachers report on August 3, 2023.

210-DAY TEACHERS**: Report on August 1, 2023 and complete contract obligation on June 6, 2024. Between August 7, 2023 and May 29, 2024 work the same days as 200-day teachers, or as amended for make-up.

230-DAY TEACHERS**: Report on July 26, 2023 and complete contract obligation by June 27, 2024. Report and work the same days as 200-day teachers between August 7, 2023 and May 29, 2024 or as amended for make-up.

12-MONTH TEACHERS: Report on July 1, 2023 and complete contract obligation by June 27, 2024. Report and work the same days the central office is open, working 7.5-hr. workday.

230-DAY ADMINISTRATORS**: Work 230 days, report on July 17, 2023 and work every day the central office is open, except scheduled vacation days. Complete contract obligation on June 27, 2024.

12-MONTH ADMINISTRATORS AND SUPERVISORS: Report on Monday, July 3, 2023 and work a regular workweek with the exception of paid holidays and vacations. Complete contract obligation on Friday, June 27, 2024.

All 11 and 12-month employees have 21 holidays established as follows. All schools and offices closed on these holidays.

July 4, 2023 – Independence Day

September 4, 2023 – Labor Day

November 22 - 24, 2023 Thanksgiving

December 18, 2023 - January 1, 2024 - Winter Holiday

January 15, 2024 Martin Luther King, Jr

April 1-3, 2024 – Spring Break

May 27, 2024 – Memorial Day

12-month, full-time employees shall be entitled to paid vacation days based upon the number of year's service credited with the Virginia Retirement System:

Service Credit

0-10 years credit

11-20 years credit

21+ years credit

Annual Vacation Credit

15 days

20 days

25 days

230-day full-time employees (excluding teachers), shall be entitled to 11 paid vacation days.

180-DAY EMPLOYEES (CUSTODIANS & BUS DRIVERS): Work 180 days. Report every day students are in school, unless the work schedule is amended.

185-DAY EMPLOYEES (INTERPRETERS)**: Work 185 days. Report every day students attend school, Work 5 additional days as determined by the corresponding supervisor or as amended for make-up prior to June 27, 2024.

200-DAY NURSES**: Report all days students attend school. Work 20 additional days assigned by the Supervisor of Health Services prior to June 27, 2024.

191-DAY EMPLOYEES (NURSES)**: Work 191 days. Report every day students attend school. Work 11 additional days as assigned by the Supervisor of Health Services prior to June 27, 2024.

192-DAY EMPLOYEES (PARAPROFESSIONALS)**: Work 192 days. Report every day students attend school, plus August 2-11, 2023, the Professional Development Day of February 5, 2024, and end of the year workdays, May 28-29, 2024 or as amended for make-up.

SCHOOL NUTRITION EMPLOYEES**: Work every day students attend school. Managers and workers report Wednesday, August 2, 2023. Workers complete the contract obligation on Tuesday May 28, 2024 and managers complete contract obligation on Wednesday, May 29, 2024. The work schedule may be amended for make-up.

200-DAY EMPLOYEES**: Work 200 days, Report on August 1, 2023. Between August 7, 2023 and May 29, 2024 work the same assigned days as 200-day teachers, plus work May 30, 31, and June 3-5, 2024.

230-DAY EMPLOYEES**: Report on July 17, 2023 and work every day the central office is open, except scheduled vacation days. Complete contract obligation on Thursday, June 27, 2024.

12-MONTH EMPLOYEES: Report on Monday, July 3, 2023 and work every day the central office is open, except scheduled vacation days. Complete contract obligation on Thursday, June 27, 2024.

**All School offices and School Administration Building will be closed from December 18, 2023 – January 1, 2024.*

***Scheduled workdays may be modified by the employee's principal or supervisor.*