

BARBERS HILL INDEPENDENT SCHOOL DISTRICT
2019 – 2020 Employment Periods and Hours of Duty for Campus Level Staff

CLASSIFICATION	POSITION	EMPLOYMENT DAYS	EMPLOYMENT PERIOD
Administrative	Principal – High School/Middle Schools	226	07/01/19 - 06/30/20
	Principal – Elementary Schools & ECC	223	07/15/19 - 06/22/20
	Principal – DAEP	212	07/22/19 - 06/11/20
	Assistant Principals - High School	212	07/22/19 - 06/11/20
	Assistant Principals - Middle Schools	207	07/22/19 - 06/04/20
	Assistant Principals - Elementary Schools & ECC	202	07/29/19 - 06/04/20
	Academic Deans – High School	212	07/22/19 - 06/11/20*
	Academic Dean – Middle Schools	207	07/22/19 - 06/04/20
	Career & Technical Coordinator	226	07/01/19 - 06/30/20
	*Exchange days as necessary to be available for summer STAAR & EOC Testing.		
Faculty	Ag Teachers - High School	218	07/15/19 - 06/15/20
	Athletic Trainers	212	07/22/19 - 06/11/20
	Head Band Director - High School	218	07/15/19 - 06/15/20
	Band Directors – High School	207	07/15/19 - 05/29/20
	Band Directors –Middle Schools	202	07/22/19 - 05/29/20
	Classroom Teachers & Librarian at ECC	187	08/06/19 - 05/22/20
Professional Support	Counselors – High School	212	07/22/19 - 06/11/20
	Counselors – Middle Schools & Elementary Schools	202	07/29/19 - 06/04/20
	Counselors – ECC	197	07/29/19 - 05/29/20
	Librarians – Elementary, Middle & High Schools	197	07/29/19 - 05/29/20
	Special Services Coordinators (Elem. & Sec.)	202	07/29/19 - 06/04/20
	LSSP, Diags., Speech Therapists, Behavior Spec.	192	07/31/19 - 05/26/20
	School Nurses	190	08/01/19 - 05/22/20**
	** Nurses will work 3 days of registration (Schedule TBD by Lead Nurse)		
Paraprofessional	Principals' Secretaries – High/Middle Schools	226	07/01/19 - 06/30/20
	Registrar – High School	226	07/01/19 - 06/30/20
	Principals' Secretaries – ECC, ESS, ESN	223	07/15/19 - 06/22/20
	Principal Secretary – Alternative School	202	07/29/19 - 06/04/20
	Fine Arts Secretary – High School	218	07/15/19 - 06/15/20
	Asst. Prin./Counselor Secretaries – High School	207	07/22/19 - 06/04/20
	Academic Dean Secretary – High School	207	07/22/19 - 06/04/20
	Asst. Principals' Secretaries – Middle Schools	197	07/29/19 - 05/29/20
	Student Data Entry Clerk – High School	207	07/22/19 - 06/04/20
	Attendance Clerks - All Campuses	197	07/29/19 - 05/29/20
	Registrars – ECC, Elementary & Middle Schools	197	07/29/19 - 05/29/20
	Counselor's Clerks – All Campuses	197	07/29/19 - 05/29/20
	Clerk/Receptionist – High School & ECC	197	07/29/19 - 05/29/20
	Clerk/Receptionist – ESN, ESS, MSN, MSS	190	08/01/19 - 05/22/20
	Teaching Associates, Instructional Aides, ISS Coord.	187	08/06/19 - 05/22/20
HOURS OF DUTY			
POSITION	DAILY REPORTING TIME (Principal may adjust paraprofessional hours accordingly to cover various duties)	SUMMER HOURS (July 1, 2019 – July 26, 2019) ■ (June 1, 2020 - June 30, 2020)	
ALL Secondary Staff	6:50 a.m.	226 Employees: 7:00 a.m. – 5:00 p.m. Monday – Thursday *All Others 7:00 a.m. – 5:00 p.m. Monday – Thursday *Exception: Hours will be 8:00 – 4:00 during the last Week of the employment period if not ending on a Thursday.	
ALL Elementary Staff	7:45 a.m.		
Early Childhood Center	8:10 a.m.		