

**BARBERS HILL INDEPENDENT SCHOOL DISTRICT
2024 – 2025 Employment Periods and Hours of Duty for Campus Level Staff**

CLASSIFICATION	POSITION	EMPLOYMENT DAYS	EMPLOYMENT PERIOD
Administrative	Principal – HS, MSN, MSS, ISN, ISS	226	07/01/24 - 06/30/25
	Principal – ESN, ESS, ECC	223	07/08/24 - 06/17/25
	Principal – DAEP	212	07/15/24 - 06/09/25
	Assistant Principals - HS	212	07/15/24 - 06/09/25
	Assistant Principals – Middle & Intermediate Schools	207	07/15/24 - 06/02/25
	Assistant Principals – Elementary Schools, ECC	202	07/17/24 - 05/29/25
	Academic Deans – High School	212*	07/15/24 - 06/09/25
	Academic Dean – Middle Schools	207	07/15/24 - 06/02/25
	Career & Technical Coordinator	218	07/08/24 - 06/10/25
	Adaptive Behavior Coordinator	226	07/01/24 - 06/30/25
*Exchange days as necessary to be available for summer STAAR & EOC Testing.			
Faculty	Fine Arts/Head Band Director - High School	226	07/01/24 - 06/30/25
	Ag Teachers - High School	187	08/05/24 - 05/23/25
	Classroom Teachers & Librarian at ECC	187	08/05/24 - 05/23/25
Professional Support	Counselors – High School	212	07/15/24 - 06/09/25
	Counselors – ECC, Elem., Int., & Middle Schools	202	07/17/24 - 05/29/25
	Librarians – Elem., Int., Middle & High Schools	197	07/29/24 - 06/02/25
	Special Services Coordinators	202	07/17/24 - 05/29/25
	LSSP, Diags., Speech Therapists, Behavior Spec.	192	07/30/24 - 05/27/25
	School Nurses	190	07/31/24 - 05/23/25**
** Nurses will work 3 days of registration (Schedule TBD by Lead Nurse)			
Paraprofessional	Principals' Secretaries – HS, MSN, MSS, ISN, ISS	226	07/01/24 - 06/30/25
	Registrar – High School	226	07/01/24 - 06/30/25
	Principals' Secretaries – ECC, Elementary Schools	223	07/08/24 - 06/17/25
	Principal Secretary – Alternative School	202	07/17/24 - 05/29/25
	Fine Arts Secretary – High School	226	07/01/24 - 06/30/25
	Asst. Prin./Counselor Secretaries – High School	207	07/15/24 - 06/02/25
	Academic Dean Secretary – High School	207	07/15/24 - 06/02/25
	Asst. Principals' Secretaries – Middle Schools	197	07/29/24 - 06/02/25
	Student Data Entry Clerk – High School	207	07/15/24 - 06/02/25
	Attendance Clerks - All Campuses	197	07/29/24 - 06/02/25
	Registrars – ECC, Elem., Int., & Middle Schools	218	07/08/24 - 06/10/25
	Counselor's Clerks – All Campuses	197	07/29/24 - 06/02/25
	Clerk/Receptionist – All Campuses	197	07/29/24 - 06/02/25
	Teaching Associates, Instructional Aides, ISS Coord.	187	08/05/24 - 05/23/25
HOURS OF DUTY			
POSITION	DAILY REPORTING TIME - PROFESSIONAL (Principal may adjust paraprofessional hours accordingly to cover various duties)	SUMMER HOURS (July 1, 2024 – July 26, 2024) ■ (June 2, 2025 - June 30, 2025)	
ALL Secondary Staff	6:45 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.	
Intermediate Staff	7:20 a.m.		
Elementary & ECC Staff	8:15 a.m.		