

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

CLASSIFICATION	POSITION	EMPLOYMENT DAYS	EMPLOYMENT PERIOD
Administrative	Superintendent	226	07/01/24 - 06/30/25
	Deputy & Assistant Superintendents & Ex. Directors	226	07/01/24 - 06/30/25
	Director of Athletics	226	07/01/24 - 06/30/25
	Director of Facilities & Planning	226	07/01/24 - 06/30/25
	Director of School Nutrition	226	07/01/24 - 06/30/25
	Director of Communications	226	07/01/24 - 06/30/25
	Director of Special Services	226	07/01/24 - 06/30/25
	Director of Curriculum & Program Integration	226	07/01/24 - 06/30/25
	Coordinators (Assessment, Subject Areas & CTE)	218	07/08/24 - 06/10/25
	Coordinator of State & Federal Programs	226	07/01/24 - 06/30/25
	Coordinators SPED	202	07/17/24 - 05/29/25
	Director of Finance	226	07/01/24 - 06/30/25
Professional Support	Network Manager	226	07/01/24 - 06/30/25
	Webmaster	226	07/01/24 - 06/30/25
	Coordinator of Health Services	207	07/15/24 - 06/02/25
	Instructional Technologists	212	07/15/24 - 06/09/25
	PEIMS Coordinator & Student Data Specialist	226	07/01/24 - 06/30/25
	Police Chief	226	07/01/24 - 06/30/25
	Education Foundation Coordinator	226	07/01/24 - 06/30/25
Support	Deputy Tax Collector	226	07/01/24 - 06/30/25
	Payroll Manager	226	07/01/24 - 06/30/25
	Safety Technical Analyst	226	07/01/24 - 06/30/25
	Project Manager – Technology	226	07/01/24 - 06/30/25
	Senior Accountant	226	07/01/24 - 06/30/25
Secretarial/Clerical	Secretary to:		
	Superintendent	226	07/01/24 - 06/30/25
	Assistant Superintendents	226	07/01/24 - 06/30/25
	Directors	226	07/01/24 - 06/30/25
	Curriculum Coordinators	226	07/01/24 - 06/30/25
	Police Department	226	07/01/24 - 06/30/25
	School Nutrition Coordinator	226	07/01/24 - 06/30/25
	Accounting Specialist & Accounts Payable Clerk	226	07/01/24 - 06/30/25
	School Nutrition Clerk	192	07/30/24 - 05/27/25
	Benefits Coordinator	226	07/01/24 - 06/30/25
	Substitute Coordinator/HR Assistant	226	07/01/24 - 06/30/25
	Receptionist/Clerk – Administration Building	226	07/01/24 - 06/30/25
Special Services Clerks	192	07/30/24 - 05/27/25	

**HOURS OF DUTY**

**CENTRAL OFFICE HOURS OF DUTY**

**SUMMER HOURS ( July 1, 2024 – July 26, 2024 ) ■ (June 2, 2025 - June 30, 2025)**

8:00 a.m. – 4:00 p.m.  
(July 29, 2024 – May 30, 2025)

226 Employees: 7:00 a.m.- 5:00 p.m. - Mon - Thurs.  
\*All Others: 7:00 a.m.- 5:00 p.m. - Mon - Thurs.  
\*Exception: Hours will be 8:00 a.m.- 4:00 p.m. during the last week of the employment period