Claremore Public Schools

How to Calculate Your Contract Pay Gross Amount

Teachers
Divide yearly salary number by 12 months
This is your gross (before taxes and deductions) pay each month provided no days without pay

Hourly Employees: Multiply the number of days you are contracted for by the hours per day you are scheduled to work. Next, multiply your hourly rate by that number.

10, 11, or 12-month Support Employees ***(175, 178, 180, 200, 220, 240, or 260 Days)***
Days Worked (*175, 178, 180, 200, 220, 240, or 260 Days)* x Hours Per Day (7 or 8) x Rate of Pay per hour = Yearly Salary **if salary amount is known, see line below*
Divide yearly salary number by 12 (months) *(even for 10 or 11-month employees)* to get your Monthly Salary
This is your gross (before taxes and deductions) pay each month when you fulfill your contracted hours.

Summer Pay Options

You will have the option to select your summer pay structure as follows. *Once selected, there is no option to change. Non-returned selections will default to Option A.*

- Option A (*Preferred for consistency in personal budgeting*): 12 pay periods spread equally
- Option B: Employees who are contracted to work 10 months will receive 3 checks in June *(June, July, & August)* to pay out the school year. You will receive the July and August checks approximately one week from the June 15th pay period.
- All Support Staff (10, 11, and 12 month employees) are automatically paid in 12 monthly installments.

Employee Classifications

- 175 Days/10 Months - Bus Drivers
- 178 Days/10 Months - Paraprofessionals
- 180 Days/10 Months - Teachers
- 200 Days /10 Months - Select Support Staff
- 220 Days/11 Months - Select Support Staff
- 240 Days/12 Months - Central Office Staff, Noted Directors, and Administrators
- 260 Days/12 Months - Maintenance, Select Directors, and Administrators