

MILFORD SCHOOL DISTRICT  
Milford, Delaware 19963

POLICY

4310

**CALCULATION OF HOURLY RATE OF PAY**

Hourly rate of pay calculation for custodians:

1. Total yearly state and local salary divided by 261 days equals the daily rate.
2. The daily rate divided by eight (8) hours per day equals the hourly rate.

Hourly rate of pay calculation for 10-month (188 days) employees:

1. Total yearly state and local salary divided by 188 days equals the daily rate.
2. The daily rate divided by seven and one-half (7 ½) hours per day equals the hourly rate.

Hourly rate of pay calculation for administrators and secretaries:

1. Total yearly state and local divided by 261 days equals the daily rate.
2. The daily rate divided by seven and one-half (7 ½) hours per day equals the hourly rate.

ADOPTED: 7/18/77; 10/23/89; 8/23/99; 7/1/01; 6/22/15