Benefits & Terms of Employment *(Unit I)*

Teachers

(10-Month)

January 1, 2026 through December 31, 2026

This overview provides highlights of your benefits and terms of employment. Refer to your Negotiated Agreement and/or Board Policy and Regulations for more details.

Overview

Work Year: 10 months

Paid Work Days: 191 per school year

Probationary Period
Unit 1 employees are non-tenured for three years unless eligible for portability of tenure.

Compensation

Please note: any change in salary (unpaid status or late hire) will result in a lower summer pay.

Experience Credit
Up to 20 years credited for teaching Pre-K–12. Up to two years of full-time active military service acceptable for steps on the salary scale.

Payday
Biweekly (every other Wednesday) through direct deposit. 26 per year.

Pay Advancements
Step increase—July 1, if applicable.

Travel Reimbursement (authorized)
Prevailing IRS rate at time of travel.

Tuition Reimbursement
For details, visit the AACPS Intranet page, click on Departments> Human Resources> Tuition Reimbursement and see Article 9 of the Unit I Negotiated Master Agreement.

Leave

All leave is tracked in hours. Reference to days accrued or used must be converted to the hourly equivalent based on the employee's Full Time Equivalent (FTE) status.

Sick Leave
One half day earned per pay period with unlimited accumulation; 11 days leave credited at beginning of school year. Sick leave accrued in other Maryland Public School Systems transferable.

Sick Leave Bank
All Unit I employees on active duty are eligible; enrollment required.

Personal Business Leave
Two days per year; cumulative to five days; additional days converted to sick leave.

Religious Leave
Up to two days per school year with pay for observance of religious holy days.

Sabbatical Leave
Available for approved programs of study after six full years of continuous service. Benefits provided at the regular employee rate, and 50% of salary during the leave.

Retirement

Maryland State Teachers'/Employees' Pension System
Mandatory enrollment as condition of employment. Contribution is 7% of annual salary.

Employee Assistance Program (EAP)

The EAP provides counseling and resources for personal, family, and work-related concerns, including legal and financial issues, for employees and their household members. Services are free and confidential.

Voluntary Benefits

Employees may elect to participate in any of the many voluntary benefit programs available through employment with AACPS.

Deferred Compensation/ Supplemental Retirement Plans
At any time, employees can elect to contribute on a pre-tax basis to the 403{b) or 457(b) and post-tax basis to the Roth 403(b) or Roth 457(b) to save for retirement through participation in the AACPS Supplemental Retirement Plan. For guidance on how to enroll, visit www.aacps.org/VoluntaryBenefits.

Flexible Spending Accounts
Employees of AACPS may enroll in Flexible Spending Accounts for both healthcare expenses and dependent care expenses.

Other Voluntary Programs
See the Employee Benefits Guide available on the AACPS website.

Insurance

The rate of employer contribution varies by plan and is contained in the Unit I Negotiated Agreement. Employees working less than full-time will receive a prorated employer contribution, based on FTE.

Employees hired on or after December 1, 2017, must work 0.5 FTE or more to be eligible for healthcare benefits.

Medical
Employees may select a medical plan from three plans offered: two HMOs and a Triple Option plan.

Employees enrolled in medical plans may access mental health benefits through The CareFirst Behavioral Health Plan.

Dental
Employees may select a dental plan from three plans offered: a dental HMO plan, a PPO plan, and a Traditional plan.

Vision
An annual benefit is available for eye exams and eyewear reimbursement. Additional vision discounts are available with the medical plans.

Prescriptions
Employees enrolled in any AACPS medical plan are provided prescription coverage. Employees may purchase their short-term prescriptions (30-day supply plus one refill) at local participating pharmacies. Long-term or maintenance medication prescriptions are filled by mail order or at a CVS pharmacy (Maintenance Choice) providing a 90-day supply of medication.

The program has four tiers: generic, preferred brand, non-preferred brand, or specialty. At retail, the co-pays are $10/$25/$40/$75 respectively. At mail order or CVS retail pharmacies (Maintenance Choice), the co-pays are $20/$50/$75/$150 respectively, for a 90-day supply.

Term Life Insurance
All Unit I employees are covered by a $50,000 policy paid by the Board of Education. Additional voluntary term life insurance is available to all permanent employees up to $200,000. Evidence of Insurability requirements apply for new hires for coverage in excess of $100,000, and for any employee applying during open enrollment. Coverage for spouse and child(ren) is also available.

Liability Insurance
The Board's insurance program will pay all sums which employees may become legally obligated to pay as damages because of bodily injury or property damage arising out of their activities while on duty.

Workers' Compensation
All Board employees covered under Maryland State Law. 60-day injury on the job benefit for permanent employees (see Negotiated Agreement).

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