

OSEA

Initial proposal

3/4/22

Article 8 L. Working Out of Classification

When an employee from a lower classification is assigned to perform the duties of an absent employee, other than covering for lunches or breaks, the employee working out of classification will be paid at their Step in the classification they are covering or three steps higher than his/her current wage, whichever is greater, for increments of one hour or greater. To be eligible for payment, the employee must submit documentation on an exception time sheet before the cut-off date for the current or next payroll period.