

Implementation Procedures

SUBSTITUTE RATES FOR HIGH USAGE DAYS

Pursuant to Section 11.2.E of the 2022-25 Procedural Agreement, substitutes will receive an additional \$25 over and above their regular substitute pay for that day, if they work on Monday and /or Fridays prior to or after school breaks. Additionally, five high usage substitute dates have been designated for 2023-24. Substitutes who work on one of the high usage designated dates, will receive an additional \$25 over and above their regular substitute pay for that day.

For the 2023-24 school year only, the following dates have been identified as high usage dates:

- November 13, 2023 (M)
- November 20, 2023 (M)
- November 21, 2023 (T)
- November 27, 2023 (M)
- December 15, 2023 (F)
- January 12, 2024 (F)
- February 16, 2024 (F)
- February 21, 2024 (W)
- March 29, 2024 (F)
- April 8, 2024 (TM)
- May 23, 2024 (Th)
- May 28, 2024 (T)

The extra \$25 will be paid two times per as follows: For November, December, January and February, payment will be at the end of March 2024; for March, April, May and June, payment will be at the end of July 2024.

Payroll will be responsible for determining substitutes eligible for the additional \$25 payment.