



## **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 Mondays and /or Fridays before 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 2024-25 school year only, the following dates have been identified as high-usage dates:

- November 8, 2024 (F)
- November 25, 2024 (M)
- November 26, 2024 (T)
- December 2, 2024 (M)
- December 20, 2024 (F)
- January 6, 2025 (M)
- January 17, 2025 (F)
- February 14, 2025 (F)
- February 19, 2025 (W)
- March 17, 2025 (M)
- April 4, 2025 (F)
- April 14, 2025 (M)
- May 23, 2025 (F)
- May 27, 2025 (T)

The extra \$25 will be paid twice: 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 2025.

Payroll will determine substitutes eligible for the additional \$25 payment.