

HUMAN RESOURCES UNIT Sub Central Interoffice Memorandum

DATE: August 8, 2014

TO: Substitute Guest Teachers

FROM: Dr. Judy Byrd, Sub Central

SUBJECT: Additional Vacancy Pay

Hello Substitute Guest Teachers,

For the 2014-2015 school year, substitutes serving in designated vacancies shall be paid at the rate of \$150 per day beginning on the twenty-first consecutive (21st) day of the assignment and continuing throughout the duration of the assignment. The designated vacancies for this opportunity are:

- special education, high-incidence classroom, in any school
- any classroom at identified at-risk schools, see attached

If interested, please complete this <u>INTEREST FORM</u> by **5:00 p.m. on Monday, August 11, 2014**. Those who have previously submitted a vacancy interest form must also complete this one, as it is a different opportunity.

Additionally, we are in discussions regarding additional incentives for those with Bachelor's Degrees or higher, serving in the same designated vacancies for more than 60 consecutive days. As information becomes available, we will share.

Thank you for your interest and dedication!