

# Intradistrict Communication

DATE: October 13, 2022

TO: School Principals  
Directors

FROM: John Larsen, Business Administrator  
June LeMaster, Administrator, Human Resources  
Brent Burge, HR Administrator

SUBJECT: Shift Differential – Education Support Professional (ESP)

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As part of JESPA negotiations for the 2018-19 contract year, the shift differential was increased effective July 1, 2018 as follows:

Swing Shift – The employee’s shift must begin between 12:00 p.m. (noon) and 10:00 p.m. The employee must work a full eight hours. The additional rate of pay is \$0.50 per hour.

Graveyard Shift – The employee’s shift must begin between 10:00 p.m. and 3:00 a.m. The employee must work a full eight hours. The additional rate of pay is \$1.00 per hour.

If an employee normally assigned and normally working the swing or graveyard shift is asked to temporarily work earlier in the day in order to help cover for another employee who is absent, the swing or graveyard employee will receive the shift differential for that day.

Only ESP, benefit-eligible employees are eligible for shift differential. Please follow the current process to submit for shift differential pay.