

Substitute Incentive Pay Plan

Bay Haven Charter Academy, Inc. is experiencing a substitute shortage. In order to improve this condition, a Substitute Incentive Plan will be implemented until conditions improve. This plan will run until May 2020, at which time can be extended into the 2020-2021 school year as necessity dictates, and with Bay Haven Charter Academy, Inc. Board's approval.

In this plan, substitutes who work at least 10 days during a month may receive a \$110 bonus for that month.

Bonus Guidelines:

1. The bonus will be retroactive to August 2019 for substitutes who are still active as of January 6, 2020.
2. Bus and paraprofessional substitutes also qualify for the incentive bonus.
3. Individuals who were employed as a substitute since August 2019 but are now actively employed in a different position within the Haven schools may qualify for the retroactive bonus.
4. Substitutes who qualify as long term substitutes may qualify for the bonus for the period of time they are paid at the substitute rate. Long term substitutes that are moved to the teacher pay schedule will not be paid the bonus for the time they are receiving the teacher pay rate.
5. Bonus payments will be processed on the next payroll period after the month has been reported.

Bonuses will be paid beginning the pay period after this pay plan is approved by the Bay Haven Charter Academy, Inc. Board of Directors.