



# ISSUE ALERT

Issue #1

January 10, 2023

As we welcome in the New Year, refreshed from our recent holiday, there are a couple of things regarding pay and benefits to which we would like to draw your attention.

- As a general reminder, we should all be checking each of our pay statements for accuracy. Payroll does make mistakes and it is easier to get those errors corrected when they are addressed promptly.
- Because we just recently received a pay raise and retro pay, it is important that all teachers double check their pay statements to make sure that they are getting paid correctly and that their retro pay was correct, including any allowances. The new pay grid was included in the [December Notebook](#).
- Because the bottom step of the grid was removed, new teachers need to pay particular attention to their pay statements to make sure that they are getting paid at the appropriate step (please see below).
- The school District will be adding 1.5 sick days per month to every teacher's sick day bank (pro-rated for part-time teachers) on the 15<sup>th</sup> of the month. We urge all teachers to monitor their sick day bank to make sure that they are credited the appropriate sick leave on the 15<sup>th</sup> of each month.

If you believe that there has been an error made on any given pay statement, we recommend that you email [payroll@sd44.ca](mailto:payroll@sd44.ca) to alert them of your concerns immediately. If the issue isn't resolved promptly, reach out to us and we will provide you with further support.

<b>Step 0 - Deleted.</b> All teachers at step 0 move to step 1
<b>Step 1</b> - New TTOCs move to step 1. TTOCs at step 1 stay at step 1
<b>Step 2</b> - TTOCs who accepted a contract or teachers hired to the district on a contract and who are at step 1 will move to step 2 for the duration of this contract
<b>Steps 2 to 10</b> - All teachers at step 2 or higher stay at their current step until their regular increment date

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