



**RE: CUPE Local 1825 and Holy Spirit Roman Catholic Separate
Regional Division No. 4 Collective Agreement Article 6**

Effective immediately, I _____, agree that any time worked in excess of 35 hours per week, will be taken as time off at the appropriate overtime rate, (1.5 hours for each 1.0 hour of overtime) in lieu of cash payment by August 31, 2019. If time off cannot be mutually agreed upon prior to August 31, 2019 then cash payment will be made.

Brian Macauley, Deputy Superintendent

Employee

Dated this _____ day of _____, 201____.

Original: Personnel file
Copy: School Principal
Copy: Payroll