



CHARLOTTESVILLE CITY SCHOOLS

Office of the Superintendent

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SUPPORTIVE INFORMATION SHEET CHARLOTTESVILLE CITY SCHOOL BOARD

DATE:	March 18, 2023															
SUBJECT:	Hourly Rate Change due to the State’s Minimum Wage Increase															
BACKGROUND INFORMATION:	<p>Per the Virginia Minimum Wage Act, the hourly minimum wage increased to \$12 per hour effective January 1, 2023 from a minimum wage of \$7.25 per hour.</p> <p>Impacted individuals include substitute instructional assistant, designated extended substitute instructional assistant (for 2 weeks or longer, scheduled in advance) and high school student, graduate - working with students.</p> <p>Examined the hourly rate for the shift differential for the instructional assistant substituting for a teacher has not been updated in several years. Shift differential is the amount added to the regular hourly rate. Increase the current hourly rate of \$5.71 to \$8.00.</p> <p>Staff recommends the following hourly rate changes with a retroactive effective date of January 1, 2023:</p> <table><tr><td></td><td>Currently Hourly Rate</td><td>Recommended Hourly Rate</td></tr><tr><td>Substitute Instructional Assistant</td><td>\$11.00</td><td>\$15.00</td></tr><tr><td>Designated Extended Substitute Instructional Assistant</td><td>\$11.43</td><td>\$17.00</td></tr><tr><td>High School Student, Graduate - Working with Students</td><td>\$9.75</td><td>\$15.00</td></tr><tr><td>Shift Differential for Instructional Assistant Substitute for Teacher</td><td>\$5.71</td><td>\$8.00</td></tr></table>		Currently Hourly Rate	Recommended Hourly Rate	Substitute Instructional Assistant	\$11.00	\$15.00	Designated Extended Substitute Instructional Assistant	\$11.43	\$17.00	High School Student, Graduate - Working with Students	\$9.75	\$15.00	Shift Differential for Instructional Assistant Substitute for Teacher	\$5.71	\$8.00
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STRATEGIC PLAN:	The hourly rate change fits with the strategic objective of Organizational Supports to retain employees and promote wellbeing of all staff.															
RECOMMENDATION:	Staff recommends changing the hourly rates as outlined above retroactive to the effective date of January 1, 2023.															
ACTION REQUIRED:	Approve the hourly rate changes for substitute instructional assistant, designated extended substitute instructional assistant (for 2 weeks or longer, scheduled in advance) and high school student, graduate - working with students.															
CONTACT PERSON(S):	Dr. Royal A. Gurley, Jr., Maria Lewis, or Renee Hoover															

