

## ARTICLE 15

### OUT- OF-CLASS WORK

- 15.1 Any employee who is temporarily assigned to and performs the duties of a higher level position on an acting basis for longer than fifteen (15) consecutive calendar days shall be entitled to receive extra pay commencing with the sixteenth (16) consecutive calendar day. The employee's rate of pay shall be an amount of approximately 4.6% over the amount of regular pay the employee normally earns or the first step of the higher class, whichever is greater.
- 15.2 If any such future reassignment within a twelve (12) month period occurs which extends for more than seven (7) consecutive calendar days, the employee shall receive the appropriate compensation of the higher classification from the first day of such a reassignment. Days on which an employee is absent from work or on a paid leave shall not constitute a break in "consecutive calendar days" as the term is used in this Article.
- 15.3 Any employee who is promoted to and performs the duties of a higher level position shall be entitled to receive extra pay commencing with the first day of the payroll period following the promotion. The employee's rate of pay shall be an amount of no less than approximately 4.6% over the amount of the employee's base pay or the first step of the higher class, whichever is greater, provided the increase does not result in a salary rate above the top step of the salary schedule.