

### COMPENSATION FOR SUBSTITUTE TEACHERS

This policy defines the categories of substitute teachers, based on length of continuous service in a substitute position:

An *Itinerant Substitute Teacher (per diem)* is one who is assigned, by the day, to take the place of a teacher during a brief absence. The Itinerant Substitute Teacher's salary is the daily rate in effect as established by the Board of Education. (See 9270.1-R)

A *Regular Substitute Teacher (long-term)* is a certified teacher who is assigned to take the place of a regular teacher who is absent for more than ten (10) school days in succession. A regular substitute will be paid a daily rate of 1/200<sup>th</sup> of the B.A. Step 1 Teacher Schedule, retroactive to the first day of employment in the specific assignment.

An *Extended Term Substitute Teacher (leave replacement)* is an appropriately certified teacher assigned to fill a planned vacancy of at least five (5) month duration. An Extended Term Substitute Teacher will be placed on the teaching salary schedule in effect for regular teachers and will be eligible for benefits established in the Collective Bargaining Agreement.

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**SUBSTITUTE SALARY**

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**RATES OF PAY FOR ITINERANT SUBSTITUTES**

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	<i>Uncertified</i>	<i>Certified</i>
<b>Full Day Teacher</b>	\$100.00	\$125.00
<b>Half Day Teacher</b>	\$65.00	\$75.00
<b>Full Day Teaching Assistant</b>	\$85.00	\$95.00
<b>Half Day Teaching Assistant</b>	\$50.00	\$60.00

**Retired teachers** and teachers on the **active preferred eligible list** will receive \$175.00 per day as a substitute teacher.

**Uncertified** individuals may be employed for no more than forty (40) days in any one school year.

Adopted: 12/13/77  
Revised: 07/01/14  
Revised: 07/10/17

**Substitute Rates for Non-Instructional Personnel  
Effective - July 1, 2020**

<b>TITLE</b>	<b>RATE</b>
<b>Account Clerk</b>	<b>\$ 14.63</b>
<b>Assistant Dispatcher</b>	<b>\$ 17.33</b>
<b>Bus Attendant</b>	<b>\$ 13.09</b>
<b>Bus Driver Trainer</b>	<b>\$ 17.94</b>
<b>Computer Technician</b>	<b>\$ 17.72</b>
<b>Cook</b>	<b>\$ 13.73</b>
<b>Custodial Worker</b>	<b>\$ 14.58</b>
<b>Custodian</b>	<b>\$ 14.74</b>
<b>Dispatcher</b>	<b>\$ 17.97</b>
<b>Financial Reporting Specialist</b>	<b>\$ 46.06</b>
<b>Food Service Helper</b>	<b>\$ 13.06</b>
<b>Groundskeeper</b>	<b>\$ 15.71</b>
<b>Head Groundskeeper</b>	<b>\$ 17.97</b>
<b>Head Building Maintenance Mechanic</b>	<b>\$ 31.91</b>
<b>Head Mechanic</b>	<b>\$ 18.58</b>
<b>Mechanic</b>	<b>\$ 17.97</b>
<b>Mechanics Assistant</b>	<b>\$ 14.58</b>
<b>Messenger</b>	<b>\$ 15.71</b>
<b>School Bus Driver</b>	<b>\$ 17.34</b>
<b>School Monitor</b>	<b>\$ 13.09</b>
<b>Senior Typist</b>	<b>\$ 15.29</b>
<b>Teacher Aide</b>	<b>\$ 14.05</b>
<b>Technology Office Helper</b>	<b>\$ 14.58</b>
<b>Typist</b>	<b>\$ 14.05</b>
<b>Typist Assigned To Admin/Supervisor</b>	<b>\$ 14.63</b>
<b>Typist Assigned to Principal</b>	<b>\$ 15.19</b>
Retirees returning to work as a substitute will receive a rate equal to Step 10 of the CSEA salary schedule. This ONLY applies to the title the employee was in when he/she retired.	