

Substitute Pay Rates

Substitute Teachers ONLY shall be scheduled for ½ day (4 hours) or for a full day (7.5 hours with 30 minutes of lunch outside of the paid time) and shall be paid accordingly for their service.

If the 4 hour absence is scheduled in such a way that also includes a 30 minute lunch period and the substitute takes lunch, the substitute will not be paid for the full 4 hours. If the 4 hour absence includes a lunch period and the substitute wishes to be paid for the entire 4 hour absence, the substitute must report to the main office for an extra duty assignment to cover the ½ hour lunch time. The extra duty assignment may be given at the beginning of the 4 hour absence. If extra duty was not assigned at the beginning of the absence, the substitute must report to the main office for an extra duty assignment in order to be paid for the entire 4 hour absence. If the substitute does not report for a duty assignment, it will be assumed that the substitute took lunch and the 30 minutes will be deducted accordingly.

	Base Hourly Rate	ARP ESSER Funds Additional \$5.00 per hour through June 30, 2024	Total Hourly Rate through June 30, 2024
High School Diploma	\$10.00	\$5.00	\$15.00
Associate's Degree	\$10.00	\$5.00	\$15.00
Bachelor's Degree or Higher	\$12.50	\$5.00	\$17.50
Retired Teacher	\$16.25	\$5.00	\$21.25

Teacher Substitutes are expected to stay and work as assigned by the principal or the principal's designee in order to be paid for the full absence whether it is 4 hours or the full day of 7.5 hours. Substitutes will be paid for only the hours they actually worked if they choose to leave earlier than the designated absence end time.

The principal or the principal's designee can assign the substitute to other appropriate duties. The principal or the principal's designee shall determine whether substitutes will be responsible for the extra-curricular duties assigned to the regular teacher.

Any experience gained as a substitute teacher will not count towards experience for pay purposes if hired as a full-time regular employee.

Substitute Classroom Assistants will remain as an hourly employee and will continue to be paid as such with 30 minutes of lunch outside of the paid time. The changes to the Teacher Substitute day do not apply to a Substitute Classroom Assistant.

Substitute Classroom Assistants:

\$15.00 effective 07/01/2022

Substitute workers for support positions (i.e. Cafeteria Worker, Custodian, Office Clerk)

\$15.00 effective 07/01/2022

Last Updated 07/12/2022



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