

Salary Information

Rate of pay

Daily Rate - \$125.00

Half Day Assignments (4 hours or less) - \$62.50

** Please note, if you accept a job that is in excess of 4 hours, you will be paid for a full day, and you will be expected to remain at the school site for the full day assisting where needed.*

Traveling Elementary Music Teacher

If you are substitute teaching for an Elementary Music Teacher that is required to travel, the following rates of pay apply:

Traveling to two schools - \$125.00

Traveling to three schools - \$125.00

The school site schedule will be listed in the job assignment on Frontline (AESOP).

Zero Through Sixth Period Pay

In the event a substitute works **zero through sixth period**, (where a prep period does not count towards the seven classes), they will be entitled to an additional \$25.00 of daily pay. Substitutes assigned to middle and high schools may work six periods, if needed, since this falls within the framework of the expected work day.

Long-Term Substitute Assignments

A long-term substitute assignment is a Substitute Teacher who is employed in the same position for more than 30 days. These days must be consecutive, substituting for the same teacher in the same assignment. **Please note, Preschool Teacher long-term assignments do not apply.**

Rate of Pay:

First through Thirtieth Day - \$125.00

Thirty-first Day forward - \$150.00

Long Term Substitutes for Part-time Contracts: Be sure you understand the expectations and pay when accepting a long term assignment for a teacher on a part-time contract. You will only receive the compensation for the percentage of the contract. (Ex., if the teacher you are substituting for has an 80% contract, you will only be compensated 80% each day).

Payment Information

Each school will maintain a verification record of each teacher absence and the substitute who filled the job. Substitute Teachers are encouraged to monitor job assignments through Frontline (AESOP).

Paychecks will be issued on the last weekday of the following month. You may arrange for Direct Deposit with your bank by visiting the Payroll Department and completing the necessary form. Direct Deposit through SchoolsFirst Credit Union may be arranged at the Credit Union office. Please contact the Payroll department for any questions or inquiries that are related to pay.

Payroll Information

Please visit the [CUSD Payroll website](#) for information on Payroll Specialist contact information, certificated pay dates, getting access to your paystubs/W2's, and all other payroll procedures.

Retirement information

If You Are A Retired Teacher: Be sure that you are aware of your CalSTRS earning limits and the “waiting period” of six months before you can substitute. Earnings in excess of the limit will be deducted dollar-for-dollar from the member’s monthly CalSTRS allowance. You can find more information at <http://www.calstrs.com>

Rate of Pay for CUSD Retired Substitute Teachers

Daily Rate - \$150.00

** Please note, this rate only applies to the retirees of the Capistrano Unified School District.*

Retirement Information for New Substitute Teachers

Substitute Teachers who are already members of the California State Teachers’ Retirement System (CalSTRS), will have deductions taken from all earnings.

Substitute Teachers may voluntarily request to become members of CalSTRS before 100 days of service. Membership is mandatory after 100 days of service in a school year (July 1st through June 30th) as a substitute teacher. These days need not be consecutive.

If employee does not elect to be a CalSTRS member, you will automatically be placed in the Public Agency Retirement System (PARS). If you have any questions, please contact PARS directly at 1-800-731-7884.