



## SUBSTITUTE SALARY SCHEDULE

Effective 12/1/2022

Substitutes are required to check in with the site Administrative Assistant upon arrival and again before leaving for the day. On early release days, substitutes should remain on site for the duration of their assigned times unless released by the site administrator. The monthly pay period is the 11<sup>th</sup> through the 10<sup>th</sup> of the month. Paychecks are mailed out the last working day of each month.

### CERTIFICATED SUBSTITUTE RATES

#### SHORT-TERM DAILY RATE: \$225

This rate applies when the substitute teacher is assigned to teach a full day according to the site schedule (including after school supervision). If the substitute starts teaching in the morning and continues beyond the student lunch hour, the substitute shall be paid the short-term daily rate.

#### HALF-DAY RATE

The half-day rate is calculated by taking the substitute teacher's full day rate (which varies) and dividing that rate by two.

For the elementary schools, the half-day rate applies when the assignment:

- a) starts at the beginning of the school day and ends at the start of the student lunch
- b) starts at the beginning of the student lunch period and finishes at the end of the school day

For the middle school, the half-day rate applies when the assignment:

- a) starts at the beginning of the school day and ends at the end of third period
- b) starts at the beginning of the fourth period and finishes at the end of the school day

#### HCSD TEACHER RETIREE DAILY RATE: \$275

This rate applies to any HCSD Teacher Retiree Sub in a short-term or long-term assignment.

#### LONG-TERM SUBSTITUTE RATE: \$325

The long-term substitute rate applies to service in one classroom for at least 30 consecutive days. The short-term daily rate is used as the pay rate until the 30<sup>th</sup> day in one classroom and then the long-term sub rate is paid retroactively.

#### HARD-TO-FILL SUBSTITUTE RATE: \$250

The hard-to-fill rate applies to an assignment that HCSD is challenged to fulfill on a consistent basis. The current hard-to-fill substitute assignments are: a) Special Education Teachers (not Paraeducators); b) Math Teachers; c) Science Teachers; and d) Physical Education Teachers

#### HOME TEACHER: \$100/hour

This rate applies to any teacher who has a valid teaching credential. A substitute with an emergency permit may not remain in this position for more than their credential allows.

### CLASSIFIED SUBSTITUTE RATE: \$26/hour

The classified substitute rate applies to all substitutes, classified or certificated, working in the following assignments: Paraeducators (Instructional Aides), Administrative Assistants, or any other classified positions. Any certificated substitute teacher who chooses to sub for a classified employee shall be paid the classified substitute rate above.

\* Please see the HTA Article 11 in the HTA/HCSD Agreement for further information on the compensation structure for HTA unit members when they act in the capacity of substitute teacher for a fellow unit member.