

NAPA VALLEY UNIFIED SCHOOL DISTRICT

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2019-20 Certificated SALARY RATES FOR SUBSTITUTE TEACHERS

DAILY RATE: (Substitute Permit):	\$160.00
DAILY RATE: (Credential)	\$180.00
LONG TERM: (Credential)	\$200.00

- A substitute teacher is paid for a minimum of a half day, 3 hours, 30 minutes, and is required to provide the District with a minimum of half day of service.
- Assignments that exceed 3 hours, 30 minutes will be considered a full day assignment and substitute teachers are required to provide the District with a full day of service.
- Daily pay shall not exceed the daily rate, except, when a substitute is requested to teach longer than a regular school day. In such cases, compensation shall be the daily rate plus the casual hourly rate for each additional hour of extra time.
- The Credential daily rate applies to retired certificated employees and preliminary/clear credentialed substitutes on the first day of substitute service.
- Long Term rate applies to a credentialed teacher placed in a long term assignment. A long term assignment is defined as an assignment of twenty (20) or more consecutive days in the same placement. Substitutes paid the long term rate are expected to complete the lesson plans, grading and other essential duties of a classroom teacher.
- Substitutes working in a long term assignment on a Temporary Permit for Statutory Leave (TPSL) will be paid at the long term rate of pay

Substitute Teacher Work Expectations

- Substitutes are expected to arrive before the first bell and remain on campus until after student dismissal.
- Milk breaks, lunch hours, and teacher preparation/conference periods will count as hours worked in any assignment.
- Substitutes are to stay on campus during milk breaks and lunch hours and participate in classroom and/or campus activities. (It is not permissible to leave campus for personal reasons during paid time).
- Substitutes may be assigned to cover classes during prep/conference periods with no additional pay if the period falls during the time they are assigned to work.

Contracted Teachers

- *Part-time* teachers will be paid the daily rate (Credential) of pay for substituting on one of their non-work days OR if a substitute assignment is an extension of the less than full-time teacher's work day they will be paid the hourly rate of Class 06 on the summer school salary schedule.
- *Full-time* teachers who substitute during their prep period will be paid the hourly rate of Class 06 on the summer school salary schedule.

Please note: Decisions of Human Resources with regard to payment due, abuses and removal from substitute list are final. Napa Valley Unified School District reserves the right to reassign substitutes if they are assigned to a site in error. Employment with Napa Valley Unified may be terminated without cause or notice by the District or the substitute.