INFORMATION SHEET 06/11/18 TRUSTEES' MEETING

To: Jim Bridges

For: Board of Trustees

Prepared by: Nancie Castro

Re: Proposed Increase to Salary Schedule for Substitute Teachers

We continue to experience competition in maintaining a pool of qualified substitute teachers, which has a significant impact on the educational experience for our students, and has put a burden on classroom teachers and site administrators. So far this year our Classroom Teachers, Principals, Vice Principals, and Instructional Coaches at all of our schools have had to cover classrooms on numerous occasions. Teachers have had to use their prep period to cover classes, taking away time from important lesson planning and other preparation activities. When teachers sub during their prep period, their pay is $35 per hour which is more expensive than our sub pay. Our proposed substitute salary schedule is still more cost effective than paying a regular teacher to sub.

Tracy Unified implemented a new salary increase and Lammersville Unified adjusted their tiered system this school year to shorten the number of days that subs need to work to move to the next pay level. Our proposed increases are similar to the salary schedule for Tracy Unified.

To be competitive in attracting highly qualified substitutes, and to maintain an effective learning environment, we proposed the attached revised salary schedule to go in to effect on July 1, 2018. The District is adding $50,000 to our substitute budget. We will monitor and review substitute budget vs. actuals throughout the year and will update budget if needed at 1st and/or 2nd Interim.

Substitute Teacher Salary Schedule

Effective July 1, 2018

The salary schedule for substitute teachers is a tiered system, based on the accrued number of days that a substitute works during a school year. At the beginning of each year, the rate of pay for a substitute will be based on the total number of days that they worked in a **certificated** sub position during the previous year. (Any days worked in a classified position would not count in the accrued number of days). In addition, during the school year, when a substitute reaches the next level, they will qualify for the higher rate of pay associated with that level. **Each school year the accumulated number of days worked starts at zero, the days do not carry over from one year to the next. The rate of pay for each year is based on the actual number of accrued days from the previous year.**

For example: If a substitute worked 45 days during 17-18, their rate of pay would be $170 once they reached the 31st day and for the remainder of the year. Their rate of pay for the 18-19 school would start at $170. If during the 18-19 school year, the substitute worked 75 days, their pay would increase to $190 on the 61st day, and would be the rate of pay they would start with in the 19-20 school year. If that substitute worked 35 days for the 18-19 school year, their rate of pay for the 19-20 school year would be $170.

Assignments that are on minimum days will be considered a full day assignment and paid at the daily rate of the assigned substitute teacher.

Daily Sub Rate Table

Daily Rates	Accrued annual days worked 1 to 30	Accrued annual days worked 31 to 60	Accrued annual days worked 61 to 90	Accrued annual days worked 91 to 120
Full Day	$160	$170	$190	$200
Half Day (4 hour day)	$80	$85	$95	$100

Long Term Positions – A long term assignment is defined as more than 10 consecutive days in the same position and the rate of pay will be $200 beginning on day 11 and continuing until the last day of the assignment. A long term substitute will perform the same duties as a regular teacher such as lesson planning, grading, supervision duties, as well as attending staff meetings, professional development minimum days, parent conferences, Back to School Night, Open House, and other school events that are required of regular teachers. Work hours for long term subs are 8:00 to 3:30.

Long Term Sub Rate Table

Full Day	$200
Half Day (4 hour day)	$100

If a substitute teacher is assigned to a long term teaching assignment in a vacant position starting on the first day of the school year, they will be paid at the long term daily rate of $200 from the first day of the assignment through the duration of the assignment.