



## 2021-2022 Substitute Salary Schedule

Substitute Certifications	Daily Rate without Mileage
<b>Emergency Substitute Certificate</b> <i>(HS Diploma/GED/AA Completed)</i>	\$120.00
<b>ADE Substitute Certificate</b> <i>(BA/MA Completed)</i>	\$165.00
<b>Certified Teaching Certificate in the roll of a Substitute</b> <i>(Valid AZ Teaching certificate)</i>	\$175.00
<b>Long-Term Assignment</b> <i>*minimum of 4.5 weeks*</i>	\$180.00
<b>Substitutes transition to teaching</b> <b>(Subs with pending teaching certificates with ADE)</b>	185.00
<b>Substitute Aide - \$12.75 per hour</b>	

**Daily Rate – With Mileage (Per Diem)** – If a certified guest teacher lives 15 miles or more from the District Office, the substitute is eligible an additional \$30.00 for mileage. To qualify for additional mileage, the employee must provide two documents that state proof of residency/physical address. Permanent residency must be maintained or mileage will not be compensated. Renewed proof of residency is required at the beginning of each new school year.

**Consecutive Days** – A certified guest teacher’s pay will be increased by \$10.00 if they accept an assignment that is consecutive to more than 10 days. The rate of pay will not start until the 11<sup>th</sup> consecutive day worked on the same assignment. This is not available for Substitutes in Long Term Assignments or Substitutes Transitioning to Teaching.

**Emergency Substitute** – *(ADE 120 day per school per year)* Emergency certificates may be issued at the request of a district or charter school superintendent when an emergency employment situation exists. These certificates are limited to the district or charter school requesting the certificate. Emergency certificates are only valid for one school year or part thereof and expire on July 1.

**Substitute Certification** - *(ADE 120 day per school per year)* A Substitute Certificate issued by ADE entitles the holder to substitute in the temporary absence of a regular contract teacher. An individual holding only a Substitute certificate shall not be assigned a contract teaching position. Substitute teaching may not be used to waive the student teaching practicum. These certificates are valid for multiple years.

**Long-Term Sub Assignment** – To qualify for the Long-Term Sub Assignment rate of pay, a **certified teacher** must have an assignment lasting 9 weeks or more. They will be considered the teacher of record and their duties will include creating lesson plans, giving grades, attending teacher meetings, attending IEP



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meetings, and participating in parent teacher conferences. This assignment must be approved by the Superintendent.

**Substitute Transitioning to Teaching** – To qualify for the Substitute Transitioning to Teaching rate of pay, an individual must hold a Substitute Certificate, a bachelor's degree, and completed a program and is awaiting ADE Certification, or is in an alternative program that provides a pathway to teaching. The individual's application with ADE must be pending or the applicant is required to provide proof of enrollment in the alternative program.