



# ORANGE COUNTY DEPARTMENT OF EDUCATION

## SUBSTITUTE SALARY SCHEDULE

<b>TEACHER/ ANCILLARY</b>	
Day to Day Rate	\$170.00
<b>TEACHER/ ANCILLARY LONG-TERM RATES</b>	
30 or More Consecutive Days Same Assignment	\$230.00
<b>GENERAL PROVISIONS FOR TEACHER/ANCILLARY SUBSTITUTE RATES</b>	
Substitute Teacher/Ancillary staff receive the \$230/day rate after thirty (30) consecutive days in the same continuing assignment, retroactive to the first date in that assignment.	
Substitute Teacher/Ancillary staff who serve 45 or more days from July 1 through December 31 in any combination of substitute certificated assignments will receive an additional one-time payment of \$150. Substitute Teacher/Ancillary staff who serve 45 or more days from January 1 through June 30 in any combination of substitute certificated assignments will receive an additional one-time payment of \$150. Nothing precludes a substitute employee from earning both one-time stipends in any given fiscal/school year. A fiscal/school year runs July 1 through June 30.	
A classified employee may substitute teach but must be certified by Human Resources as meeting the qualifications to substitute teach, prior to performing any substitute teaching work. The classified employee will earn an established hourly rate based on Range 1, Step 1 of the T/A-1 salary schedule in effect on July 1st of each school year.	
<b>CLASSIFIED SUBSTITUTE RATES</b>	
Substitute Administrative Assistants are paid \$20.25 per hour. Substitute Facilities Support Assistants are paid \$18.50 per hour. Substitute Kitchen Assistants are paid \$15.25 per hour. Substitute Paraeducators are paid \$19.50 per hour. Substitute Records Technicians are paid \$21.25 per hour.	
Any additional substitutes will be paid at the step one hourly rate for the identified position.	
<b>ADDITIONAL SUBSTITUTE RATE INFORMATION</b>	
Part-time employees of the Department may perform substitute service only during non-assigned regular duty hours. Retirees and other qualified substitutes hired in hard-to-fill substitute positions may receive a higher rate of pay.	
<b>PAY DAYS</b>	
Classified:	10 <sup>th</sup> of the month. If the 10 <sup>th</sup> falls on a weekend or holiday, the paycheck shall be issued on the preceding workday.
Certificated:	Last working day of the month, except for December, when paid on the first working day in January
Effective Date: October 1, 2021	