

Substitute teachers/nurses employed on a half day (3.5 hours) schedule on any day will be paid (1/2) the rate of their compensation (i.e. substitute teacher earning \$80.00 will earn \$40.00)

Placement on each higher salary step occurs with cumulative service within the school system within the current school year. Each September the substitute teacher begins at the first Per Diem compensation step.

Continuous Service Substitutes (full year):

A continuous service substitute is a teacher who performs all the duties of an absent, regularly assigned teacher, with a particular class or subject schedule, including planning, grading, parent and professional conferences on a day to day basis for an extended period of time. These substitutes serve where there exists a temporary vacancy due to the absence of a teacher on leave for a definite or indefinite period.

When the Superintendent determines that a continuous substitute service condition exists, the substitute shall be compensated in the following manner:

- A continuous service substitute in place for the **entire 186-day school year** who holds a valid Connecticut certificate in the area of the long-term leave shall be paid on a per diem rate of \$260.29 which is based upon BA step 1 of the teachers' salary schedule.
- Continuous service substitutes shall be **ineligible** for life, health, and other insurance benefits if their employment becomes less than 40 days or in the event that the teacher that they are replacing continues their insurance coverage while on leave.



Long Term Substitutes:

A Long-Term substitute who holds a valid Connecticut certificate in the area of the long-term leave and whose employment is expected to be longer than 40 days will be paid at the rate of \$100.00 per diem for the first 40 days. On the 41st day, the rate will increase to the per diem rate of \$260.29, based upon BA step 1 of the teachers' salary schedule.



Substitute Teachers:

A substitute teacher who is not certified in Connecticut in the appropriate field and whose employment is expected to be longer than 40 days, in one classroom, will be paid at a rate of \$100.00 per diem for the duration of the assignment and will need to receive temporary assignment approval from the CSDE (in advance of the 40 days) Form ED175 if they work beyond 40 days.

Short-term substitutes whose employment is expected to be less than 40 days per assignment will be paid at the standard (\$80) per diem rate of compensation.



Full Time Para Professionals used as Substitute Teachers:

A full time Para professional by contract is paid \$40 per diem in addition to their regular hourly rate if asked to cover a classroom for more than three hours, but **must hold at least a bachelor's degree.**