

Agenda Item 6.11

Human Resources Office

Brad Swanson, Assistant Superintendent for Human Resources

Alice Raflares, Director of Human Resources

Debbie Timpe, Human Resources Specialist; Certified

Jeanne Davito, Human Resources Specialist; Non-certified

Victoria Palmer, Benefits Assistant

Alice Kus, Human Resources Department Assistant

To: Dr. Mike Riggle
Board of Education

From: Ms. Alice Raflares
Mr. Brad Swanson

Date: October 17, 2017

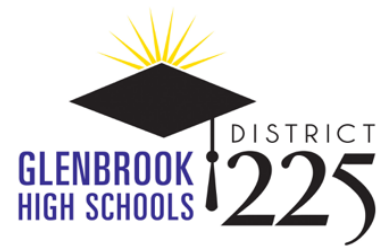
Re: Substitute Rates 2017-2018

Recommendation

The Administration recommends the Board of Education approve the 2017-2018 Substitute Pay Rates.

Background

Substitute pay rates are updated on an annual basis through a review of union contracts by the Human Resources Department. For those positions not associated with a union contract, salary schedules are utilized to establish pay rates each year. In unique cases, substitute rates are determined in consultation with building administrators for high need areas (e.g. Special Education Instructional Assistants).



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2017-2018 Substitute Pay Schedule and Processes			
Role	Substitute Rate	Pay Process	Pay Structure
Attendance/Library Asst./Receptionist (Non-Certified)	\$16.77/hour	AESOP	Hourly
Certified Registered Nurse	\$52.70/hour	AESOP	Hourly
ELL Liaison	\$25.94/hour	AESOP	Hourly
Instructional Aide (Non Certified)	\$17.43/hour	AESOP	Hourly
Non-Certified Registered Nurse	\$29.10/hour	AESOP	Hourly
Paraprofessional (Non-Certified)	\$15.39/hour	AESOP	Hourly
Preschool Teacher	\$25.94/hour	AESOP	Hourly
Teacher (External)	\$25.94/hour	AESOP	Block
Teacher (Internal Certified)	\$104.34/block	AESOP	Block
Teacher (Internal Non-Certified)	\$35.87/hour	AESOP	Block
Instructional Aide - Special Education	\$25.94/hour	AESOP	Hourly
Long Term Clerical	Step 3	Contract	Per Diem
Long Term Instructional Aide	\$18.17/hour	Contract	Per Diem
Long Term Registered Nurse	\$30.10/hour	Contract	Per Diem
Long Term Teacher	\$316/day	Contract	Per Diem
Administrator	As needed	Timesheet	Per Diem