

2020-2021 Substitute Salary Schedule			
Position			
	0-3	4-9	10+
Rank 1 6th Year Program	\$110	\$112	\$115
Rank II Master's/5th Year	\$105	\$107	\$109
Rank III BS/BA w/Certificate	\$100	\$100	\$100
Rank IV No Certificate	\$95	\$95	\$95
Rank V 64-95 Credit Hours	\$90	\$90	\$90
Planning Time Coverage	\$20 per hour		
Full Time Substitute Teacher 175 days	21,420	22,420	23,460
Must work 20 consecutive days in the same classroom. The salary is based on the certified staff salary schedule or the Daily wage threshold determined by KTRS.. The salary will become effective on the 21st day. The pay will revert back to daily sub pay if more than 5 consecutive days are missed during a long term assignment			

2018-2019 Substitute Salary Schedule			
Position			
	0-3	4-9	10+
Rank 1 6th Year Program	\$110	\$112	\$115
Rank II Master's/5th Year	\$105	\$107	\$109
Rank III BS/BA w/Certificate	\$100	\$100	\$100
Rank IV No Certificate	\$95	\$95	\$95
Rank V 64-95 Credit Hours	\$90	\$90	\$90
Planning Time Coverage	\$20 per hour		
Full Time Substitute Teacher 175 Day	\$21,420	\$22,440	\$23,460
<b>Long Term Subsitute</b>			
Must work 20 consecutive days in the same classroom. The salary is based on the certified staff salary schedule or the Daily wage threshold determined by KTRS.. The salary will become effective on the 21st day. The pay will revert back to daily sub pay if more than 5 consecutive days are missed during a long term assignment			

## **Full Time Substitute Teacher**

Reports to – Director of Technology

To enable each child to pursue his/her education as smoothly and completely as possible in the absence of the regular teacher.

### **PERFORMANCE RESPONSIBILITIES**

1. Reports to the building principal or secretary upon arrival at the school building.
2. Reviews with the principal, department head, or team leader all plans and schedules to be followed during the teaching day.
3. Maintains as fully as possible the established routines and procedures of the school and classroom to which he/she is assigned.
4. Teaches the lesson outlined and described in the Substitutes Teachers' Guide as prepared by the absent teacher.
5. Consults as appropriate, with the building principal, department head, or team leader before initiating any teaching or other procedures not specified in the Substitute Teachers' Guide.
6. Assumes responsibility for overseeing pupil behavior in class and during lunch and recess periods.
7. Reports in writing on the day's activities at the conclusion of each teaching day.
8. Follow all policies, rules, and procedures to which regular teachers are subject and which good teaching practice dictates.
9. Maintains confidentiality.

### **MINIMUM QUALIFICATIONS**

1. Valid Kentucky Teaching Certificate; or,
2. Valid Substitute Teaching Certificate; or,
3. Emergency Substitute Teaching Certificate

### **TERMS OF EMPLOYMENT**

1. 175 Days
2. Salary to be established by the board

Approved by: \_\_\_\_\_  
Board Chairperson

Date: June 19, 2018

Reviewed and agreed by: \_\_\_\_\_  
Employee

Date: \_\_\_\_\_