

SUBSTITUTE SALARY

All substitutes must be on file at the Central Office. This will include a record of fingerprint cards and any licenses, substitute permits, or teaching certification as required by Wyoming statute and as approved by the Wyoming Professional Teaching Standards Board (PTSB). Pursuant to Policy GBBE, substitute employees must use Virtual TimeClock® to account for their time worked and are responsible for its accuracy; however, a manual time card will be accepted for positions where Virtual TimeClock® is not available (such as crossing guard sub).

<u>Position</u>	<u>Hourly Rate</u>
Classroom Sub w/Teacher Certification-----	\$15.00
Classroom Sub w/Instructor Permit-----	\$14.00
Extended Classroom Sub w/Teacher Certification.-----	\$16.50
Extended Classroom Sub w/Instructor Permit-----	\$15.50
<i>After working as a substitute for 10 consecutive days within the same class assignment and after being provided documentation from the building administrator, these rates will be started. The substitute teacher must have all certifications or permits as required by Wyoming PTSB. Other than Extended Classroom Sub as indicated above, after working as a substitute for 10 consecutive days in the same assignment, the hourly rate will increase 25¢ per hour.</i>	
Central Office/Building Office Manager Sub-----	\$12.00
Certified (4-year degree) Paraprofessional Sub-----	\$13.25
Permitted Paraprofessional Sub-----	\$12.75
Non-Certified or -Permitted Paraprofessional Sub-----	\$12.00
Lunchroom Sub-----	\$12.00
Maintenance Sub-----	\$14.50
Custodian Sub-----	\$14.50
Bus Driver Route Transportation Sub-----	\$17.05
<i>Must have CDL with S endorsement from Wyoming Driver's License Bureau.</i>	
Bus Driver Activity Transportation Sub-----	\$17.05
<i>Must have CDL with S endorsement from Wyoming Driver's License Bureau.</i>	
Bus Assistant Sub-----	\$12.00
Crossing Guard Sub-----	\$12.00 (1 shift = 1 hour)

Approved: January 13, 2009
 Revised: May 8, 2018
 Revised: August 10, 2021