

Gilroy Unified School District
 7810 Arroyo Circle
 Gilroy, CA 95020

Salary Schedule for Substitute Teachers (Special/Temporary)
 (Substitute Teachers with Valid 30-Day Substitute Permit or California Teaching Credential)
Effective Date: September 16, 2021 – June 30, 2021

Substitute Teacher Daily Rates (In-Person Classroom Substitutes Only):

Substitute Teacher with 30-Day Substitute Permit or California Teaching Credential:

Full Day: \$200 / \$220 Special Education (Zero Period additional \$37)

Substitute Teacher Stipend(s)

If a substitute teacher works as a substitute teacher during the current school year, the following stipend(s) will be paid in June:

Days Worked (Current School Year)	Stipend	Total Stipend (Cumulative)
50 days	\$250	\$250
100 days	\$500	\$750
150 days	\$750	\$1,500

All substitute teachers are to report to the assigned site at least 15 minutes prior to the designated school starting time. Substitute teachers in a full day assignment are released from the assignment 15 minutes after the student dismissal time by checking out in the school site office.

<i>Elementary Program</i>	Full Day: 8:00 am – 3:30 pm	Half Day – AM 8:00 am – 11:45 am	Half Day – PM 11:45 am – 3:30 pm
<i>Secondary Program</i> <i>Zero Period:</i>	Full Day: 7:45 am – 3:15 am	Half Day – AM 7:30 am - 11:30 am	Half Day – PM 11:30 am – 3:15 pm
Middle School: 7:30 am – 8:15 am			
High School: 7:00 am – 7:50 am			

Cancellation of Assignment: Any substitute teacher who reports to an assignment and the assignment has been cancelled by the District will be compensated at a half-day rate if no other assignment is available.

Change of Assignment: Any substitute teacher may be reassigned to another class or school site on the date of accepted assignment. Refusal to accept the change in assignment will result in non-payment.

Payroll Procedures: Time claims are generated by the Human Resources Office on the 15th of each month. ~~Checks are issued at the District Office reception area after 1:00 pm on the 10th of the month. Identification must be shown when picking payroll checks.~~ For direct deposit, please contact the Human Resources Office for additional information and required form.

Payroll cycle example: Period of September 16th to October 15th = Paid November 10th

** Until further notice, all live checks are to be mailed directly from the County Office of Education.