Salary Schedule for Substitute Teachers
(Substitute Teachers with Valid 30-Day Substitute Permit or California Teaching Credential)
Effective Date: November 10, 2023

**Substitute Teacher Daily Rates:**

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

**Full Day:** $200 / $220 Special Education (Zero Period additional $41)

**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:

<table>
<thead>
<tr>
<th>Days Worked (Current School Year)</th>
<th>Stipend</th>
<th>Total Stipend (Cumulative)</th>
</tr>
</thead>
<tbody>
<tr>
<td>50 days</td>
<td>$250</td>
<td>$250</td>
</tr>
<tr>
<td>100 days</td>
<td>$500</td>
<td>$750</td>
</tr>
<tr>
<td>150 days</td>
<td>$750</td>
<td>$1,500</td>
</tr>
</tbody>
</table>

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.

**Elementary Program**
- 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

**Secondary Program**
- **Zero Period:**
  - Middle School: 7:30 am – 8:15 am
  - High School: 7:15 am – 8:30 am
- Full Day: 8:15 am – 3:45 pm
- Half Day – AM: 8:15 am – 12:00 pm
- Half Day – PM: 12:00 pm – 3:45 pm

**Gilroy Early College Academy (GECA)**
- Full Day: 8:30 am – 4:00 pm
- Half Day – AM: 8:35 am – 12:20 pm
- Half Day – PM: 12:20 pm – 4:00 pm

**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. All live checks are mailed directly from the Santa Clara County Office of Education. 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

Approved by the GUSD Board of Education on November 9, 2023