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THE

LAKE AND PENINSULA

SCHOOL DISTRICT

101 Jensen Drive
P.O. Box 498
King Salmon, Alaska 99613
Phone (907) 246-4280 / Fax (907) 246-4473

January 6, 2021

Re: Update to AR 4121-Substitute Teacher Rate of Pay

Current:	Non-Certificated:	\$ 15.00 Per hour
	Non-Certificated w/ Bachelor's Degree:	\$ 22.00 Per hour
	Certificated (Less than 20 Days):	\$ 30.00 Per hour

Proposed:	Non-Certificated:	\$ 17.47 Per hour-Tied to C-1
	Non-Certificated w/ Bachelor's Degree:	\$ 22.85 Per hour-Tied to G-1
	Certificated (Less than 20 Days):	\$ 30.91 Per hour-Tied to M-1

This update allows the Substitute Teacher pay rate to stay current with Annual COLA increases and to allow the sites to have a more competitive pay rate to attract Substitutes. Updated language for automated time keeping.

AR 4121 SUBSTITUTE TEACHER RATE OF PAY

The following is the Substitute Teacher Pay Scale:

Non-Certificated	\$ 17.47 per hour or C-1 annual increases with Classified scale
Non-Certificated w/ Bachelor's Degree	\$ 22.85 per hour or G-1 annual increases with Classified scale
Certificated (Less than 20 days)	\$ 30.91 per hour or M-1 annual increases with Classified scale

Certificated Substitutes serving in a position 20 days or more will be paid at a rate of pay in accordance to placement on the Teacher Salary Scale.

To process payment the Principal/Head Teacher must prepare a substitute hire sheet for persons who are already employed by the District in some capacity. Hours will be recorded in the District's automated time keeping software.

The records should indicate the teacher being substituted for and include the appropriate completed leave forms.

Modified 07/14; 2/2021