



St. Helena Unified School District
465 Main Street
St. Helena, CA 94574

SHUSD Substitute Teacher Salary Schedule *(Effective 08/09/2023)*

Daily Rates

Full Day TK-12 (permit)	\$260.00
Full Day TK-12 (credential)	\$280.00
Long Term Rate: Full Day TK-12 (no caseload)	\$300.00
Long Term Rate: Full Day TK-12 (assigned a caseload)	\$325.00

Note: A half day is considered any time less than 3 hrs./day and paid at the half day rate from the amounts above.

- Continuous assignments that last longer than twenty days are paid at the long-term rate beginning on the twenty-first day.
- The site principal may request a long-term substitute teacher beginning with the first day of an assignment that is anticipated to be more than twenty days in duration or if there are special circumstances. If approved, the long term pay rate may begin earlier than the twenty-first day for substitutes with credentials.
- The superintendent or designee must give prior approval of all long-term assignments.
- Assignments that exceed 3 hours are considered a full day assignment and substitute teachers will be required to provide the District with a full day of service.
- Substitutes are expected to arrive before the first bell and remain on campus until after student dismissal.
- Substitutes may be assigned to cover classes during prep/conference periods if the period falls during the time they are assigned to work.
- Substitutes may be reassigned to a different site if the need is elsewhere or if they were assigned to a site in error. If there is no need for the sub, and it is our error, SHUSD will pay the substitute for a half day.

Human Resources has the right to determine when subs are removed from the sub list. Employment with St. Helena USD may be terminated without cause or notice by the District or the substitute.