



CHILDREN' COMMUNITY CHARTER SCHOOL

SUBSTITUTE TEACHER PAY & RETENTION POLICY

The purpose of this policy is to establish a protocol to recruit and retain quality substitute teachers for Children's Community Charter School. This policy shall take effect March 1, 2015.

Background:

Recruiting and retaining quality substitute teachers is a growing problem throughout the state and has been experienced at CCCS as well.

Our substitute teachers are currently paid at the following rates:

Half Day (4 hours or under)	\$45
Three Quarter Day (4.5-6.5 hours)	\$72
Full Day (7 hours)	\$90

CCCS current policy requires incoming subs to pay the entire cost of their background check which averages approximately \$60 and there is no guarantee that they will be called to work. Substitute teachers do not receive any tenure nor advancement of pay regardless of how long they remain with our school.

Substitute Salary Schedule:

CCCS has implemented the following salary schedule, based on longevity, to encourage substitute teachers to remain active with our school.

YEAR 1 (Step 1)		YEAR 2 (Step 2)		YEAR 3 (Step 3)	
HALF DAY	\$45	HALF DAY	\$48	HALF DAY	\$50
THREE QUARTER DAY	\$72	THREE QUARTER DAY	\$76	THREE QUARTER DAY	\$80
FULL DAY	\$90	FULL DAY	\$95	FULL DAY	\$100

Subs would be required to work at least 3 "half days" at our school, within one school year, to advance to the next step in the following year.

Reimbursement of Background Check Fees:

CCCS substitute teachers can be reimbursed for the cost of their background checks after working 3 days (at least a "half day" rate) at our school. A "Reimbursement Request" form and receipt is required.