

## MOBILE COUNTY PUBLIC SCHOOLS

Compensation

A substitute is a person paid on a day-to-day basis in the place of an absent employee or in a vacant position. A substitute does not receive benefits. Determination of amount of substitute pay is made by Human Resources only.

**Substitute Teacher Categories**

*Non-Certified Substitute	\$58.00	Current AL Substitute Teacher license
*Retired MCPSS Teacher, Non Current Teaching Certificate Substitute	\$75.00	Retired MCPSS Certified Employee with an expired certificate; Valid Substitute License required
*Certified Substitute	\$90.00	Current AL Teacher certificate
*CATEGORY II	\$120.00	Current AL Teacher certificate & HQ
*CATEGORY IV - Leadership / Administrator	\$150.00	Current AL Leadership certificate serving as Principal, Assistant Principal or other Supervisor

**Non-Certified Substitute:** A person who only has the required substitute teacher license issued by the State Department of Education

If serving for the same teacher for more than twenty (20) consecutive days, beginning on the twenty-first (21st) day an additional ten dollars (\$10.00) per day will be paid. This additional \$10.00 is not retroactive to the first day. The school bookkeeper must notify payroll of the date of increase.

**Retired Teacher – No Current Certificate:** A person who retired from the Mobile County Public School System with 20 years or more teaching experience who had a valid certificate at the time of retirement but who has not maintained a current teaching certificate. A substitute teacher license is required. Persons in this category are not eligible to serve in long term Category II positions. The rate of pay set forth in this provision will take effect January 1, 2012.

**Certified Substitute:** A person who has a current teacher certification but is not a regular full time employee. A current teaching certificate must be on file in Human Resources. This person may or may not be teaching in-field or on a long-term basis.

**CATEGORY II – with a current Alabama Teaching Certificate and Highly Qualified:** A person who has a current teacher certification in-field but is not under a regular teaching contract who works for the same absent teacher for more than twenty (20) consecutive days. A Category II Substitute request must be submitted by the principal and approved by Human Resources prior to a commitment to pay \$120.00 retroactive to the first day. A current teaching certificate must be on file in Human Resources.

**CATEGORY IV – Retired or other Administrator with current Alabama Leadership Certificate serving as a substitute Principal,**

**Administrator or other Supervisor:** A person who has maintained a current leadership certification whether retired or not who serves as a substitute Principal, Administrator or other Supervisor (in a position requiring a certified supervisor) A Category IV Substitute request must be submitted to and approved by Human Resources prior to a commitment to pay \$150.00. A current Alabama leadership certificate must be on file. The rate of pay specified in this section will take effect as of January 1, 2012.

**Substitute Classified Positions**

Substitutes for classified employees will be paid at the appropriate Federal Minimum Wage **except former employees who are retired** clerks, secretaries, registrars or bookkeepers who substitute at a school or central office, shall receive a rate pay equal to \$2.00 over the Federal Minimum Wage then in effect. Classified substitutes are used most frequently in the following positions: Bus Drivers, Bus Aides, CNP Assistants, Custodians, Clerks, and Classroom Aides. **Classified substitutes are required to have a sub card.**

**Long Term:** Classified substitutes for school-based bookkeepers, secretaries, registrars, clerks or central office clerks who serve in the same substitute position for more

than twenty(20) consecutive work days will be paid an hourly rate of \$2.75 over the appropriate Federal Minimum Wage in effect at the time beginning on the twenty-first (21st) day and ending on the date that particular substitute assignment ends. ***They will be assigned directly by the Human Resources office.*** Other classified substitutes who serve in the same substitute position for more than twenty (20) consecutive work days will be paid \$1.25 over the appropriate Federal Minimum Wage in effect at the time beginning on the twenty-first (21st) day and ending on the date that particular substitute assignment ends. Other classified substitutes include CNP assistants, custodians, and bus aides. Substitute Bus Drivers who serve in the same substitute position for more than twenty (20) consecutive work days will be paid \$5.00 a day at the time beginning on the twenty-first (21st) working day and ending on the date that particular substitute assignment ends. *Long-term assignments are not retroactive to the first work day.*

Select Language | ▼