## Substitute Employees

The pay period is from the 16th of the month to the 15th of the following month. Payroll will mail your check to your mailing address on or before the 10th or 17th of the following month.

### Additional Stipulations

**Experience Placement** - Entry:
- Year for year credit for prior experience will be determined by the Human Resources Department guided by the following criteria:
  - Placement on the schedule shall be based upon receipt and approval of verified records and documents by the Human Resources Department.
  - Prior experience credit shall be given for like positions that required the appropriate credential or state licensure.
  - Prior experience shall have occurred within twenty (20) years immediately preceding the date of employment with the district.
  - A year of credit will be given for service that meets the above criteria and is a minimum of 75% of the requested calendar or contract year.
  - Class placement is based on semester units earned at regionally accredited colleges or universities and provided on official transcripts. (Quarter units equal 2/3 of a semester unit.)

The hourly rate for supplemental services will be forty dollars per hour ($40).

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Effective 07/01/20: No changes from the 2019/20 salary schedule.
Revised 06/24/20: Changed fiscal year dates.
Board Approved: June 30, 2020

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