

**WEST MILFORD TOWNSHIP PUBLIC SCHOOLS
SUBSTITUTE PAY RATES
2017-2018**

Certified Substitutes:

- ✓ Standard Certificate, Certificate of Eligibility (CE) or Certificate of Eligibility with Advanced Standing (CEAS) – \$90.00 per diem
- ✓ Long Term Substitute Position with a Standard Certificate, Provisional Certificate, Certificate of Eligibility (CE) or Certificate of Eligibility with Advanced Standing (CEAS) – at the per diem rate of \$150.00 for a period of coverage from 1-5 months. Coverage from 5 months and 1 day will go on guide at BA/1. (Position will be in the area of the certification.) Coverage for an entire school year will go on guide. (Position will also be in the area of the certification.)
- ✓ County Substitute Certification – \$80.00 per diem
- ✓ **County Substitute Nurse Certificate/R.N. – \$200.00 daily coverage OR \$300.00 includes daily and overnight coverage**
- ✓ Athletic Trainer- Per County Rate

Home Instructor/Tutor: \$38.00 per hour

Substitute Secretary/Building Aide/Cafeteria Aide:

- ✓ Secretary/Building Aide - \$12.00 per hour
- ✓ Building Aide Substituting for a Principal's Secretary - \$19.31 per hour
- ✓ Cafeteria Aide - \$10.00 per hour

Substitute Special Class Aides:

- ✓ Standard Certificate, Certificate of Eligibility (CE) or Certificate of Eligibility with Advanced Standing (CEAS) – \$90.00 per diem (F/T) ; \$45.00 (P/T) per diem
- ✓ County Substitute Certificate - \$75.00 per diem (F/T); \$37.50 per diem (P/T)
- ✓ No Certificate - \$65.00 per diem (F/T); \$32.50 per diem (P/T)

Substitute Operations Staff:

- ✓ Driver - \$18.00 per hour
- ✓ Custodial/Maintenance - \$15.00 per hour
- ✓ Security Guard - \$11.00 per hour
- ✓ Door Attendant - \$10.00 per hour

Paychecks are mailed on the 15th and 31st of each month. The substitute pay schedule is two weeks behind; for example, if you work the 1st through the 15th, you will be paid on the 31st of the month. If you work the 16th through the 31st, you will be paid on the 15th of the next month.

**PLEASE KEEP TRACK OF THE DAYS YOU WORK AND COMPARE IT TO YOUR PAYCHECK.
IF YOU HAVE ANY QUESTIONS OR CONCERNS, CALL PAYROLL AT (973) 697-1700, EXT. 5054.**

dc:Adopted Revision 12/19/17