

2018/2019 MARIN SUBSTITUTE TEACHER RATE SHEET IN A CERTIFICATED POSITION & DISTRICT CONTACT INSTRUCTIONS

REQUIRED: Registration & Annual Re-registration on the MCOE Countywide Substitute Teacher List

Please carry a printout of your current year Substitute Teacher Identification Verification at all sites when substituting. (Rev. 09/18/2018)

Districts with Automated Sub Caller Systems:

- ✓ Require initial sign up (follow district-specific instructions in far right column) before the system can call.
- ✓ Must have a current-year Sub ID Verification to present for initial registration and to present at school site.
- ✓ After initial registration, forward subsequent annual SUB ID Verifications to the District Coordinator.

Dixie, Kentfield, Larkspur-Corte Madera, Mill Valley, Novato Unified, Ross, Ross Valley, San Rafael City Schools, Tamalpais Union, and MCOE Special Ed, Alt Ed Programs & ROP Programs

Districts with Staff Sub Callers call from "The MCOE Countywide Sub List":

- ✓ Rely on "The MCOE Countywide Sub List" web list to check for currently registered subs.
- ✓ Require Sub ID Verification for initial sign up and registration at school site first day called to sub in the district.
- ✓ Do not require subsequent paperwork for consecutive years following initial year registration.
- ✓ Must present current-year Sub Id Verification to school sites.

Bolinas-Stinson, Laguna Joint, Lagunitas, Lincoln, Nicasio, Reed, Sausalito-Marín City, Shoreline, Union

District	Day Rate of Pay	Contact Person	INITIAL REGISTRATION: FOLLOW INSTRUCTIONS BELOW. SUBSEQUENT YEARS: FORWARD SUB ID VERIFICATION EMAIL >>CURRENT YEAR MCOE SUBSTITUTE ID VERIFICATION REQUIRED<<
Bolinas-Stinson	\$140 per day/\$152 after 10 days*/ \$170 after 20 days*	Kara Perras karab@bolinas-stinson.org	Show Sub ID Verification to register at school site first day called to sub in the district.
Dixie	\$140 per day/\$70.00 for half day/salary schedule after 15 days*	Ginny Pheatt gpheatt@dixieschooldistrict.org Tel: 492-3711 Fax: 492-3723	Automated Calling System Register at District Office: driver's license, SS card, <u>or</u> passport <u>and</u> Sub ID Verification; additional forms. D.O. Hours: 7:30 am–4:00 pm
Kentfield	\$150 per day/\$75 for half day/salary schedule after 20 days at Step 1, Column 1*	Mari Dannecker mdannecker@kentfieldschools.org Tel: 415-458-5134 Fax: 458-5137	Automated Calling System. Email Sub ID Verification to Human Resources. Sub registration paperwork for the district office will be emailed for completion. Bring this paperwork with you on your first day.
Laguna Joint	\$135 per day/\$65 for half day	Cynthia Demchuk Tel: 707-762-6051	Show Sub ID Verification to register at school site first day called to sub in the district.
Lagunitas	\$150 per day/\$90 for morning half day/\$60 for afternoon half day	Beth Wolf ewolf@lagunitas.org Tel: 488-9437 x203	Prior to first sub day, register at Lagunitas District Office: bring driver's license, SS card, and Sub ID Verification; additional forms to be completed on-site. Hours: 7:45 am–3:00 pm
Larkspur-Corte Madera	\$150 per day (1-10 same assignment)/\$75 for half day/\$160 after day 10/Salary schedule for days 101+*	Linda Tarantino ltarantino@lcmsschools.org Tel: 927-6960 Fax: 927-6964	Automated Calling System Go to www.lcmsschools.org , under Administration open the Human Resources tab and click Substitutes and Subfinder for district registration instructions.
Lincoln	\$135 per day/\$65 for half day	Sharon Jeffrey Tel: 707-763-0045	Show Sub ID Verification to principal and fill out additional paperwork first day called to sub in the district.

ASTERICK REFERS TO CONSECUTIVE DAYS FOR RATE INCREASE

Mill Valley	\$150 per day/\$80 half day/long-term sub: \$195 for 1 st 20 days. Long term sub rates apply to credentialed positions only. Salary schedule Column I Step 1>20 days*	Clemencia Vargas Tel: 389-7703 cvargas@mvschools.org Shannon Bassi Tel: 389-7744 sbassi@mvschools.org	Automated Calling System. Register Sub ID Verification at District Office by scheduling an appointment with Shannon Bassi (sbassi@mvschools.org). Download forms at web site www.mvschools.org
Nicasio	\$150 per day/ Long-term sub rates: \$150 per day for 10 days/\$170 per day on 11 th day forward or working on a regular part-time basis for a minimum of a three-month period	Mikki McIntyre Tel: 662-2184	Prior to first sub day, register at Nicasio District Office: bring driver's license, SS card, and Sub ID Verification; additional forms to be completed on-site. D.O. Hours: 8:30 am–3:30 pm
Novato	\$150 per day/\$75 for half day (3 hours)/\$178 after 10 days*/\$255 after 21+ days*	Lillian Rincon lrincon@nUSD.org Tel: 493-4246 Fax: 897-1531	Automated Calling System D.O. Hours: 8:00 am–2:00 pm Register at District Office to activate: Sub ID Verification; additional forms.
Reed	\$140 per day/\$70 for half day/\$160 after 10 days* (1 st Step) /salary schedule after 20 days*	Bel Aire-388-7100 Reed-435-7841 Del Mar-435-1468	Show Sub ID Verification to secretary and fill out additional paperwork first day called to sub in the district.
Ross	\$140 per day; \$70 half day. Convert to salary schedule (Step 1, Column 1) after 20 days*	Tracy Reid treid@rossbears.org Tel: 457-2705 x337 or x201 Fax: 457-8923	Automated Calling System Hours: 8:00 am–10:00 Please email Tracy Reid to schedule a time to register.
Ross Valley	\$150 full day/\$75 half day. Long-term sub rates: \$150 full day for first 10 days (\$75 half day); \$165 full day for days 11-20 (\$82.50 half day); Step 1/Class I for days 21+ (pro-rated for less than full day)	Meg Maher mmaher@rossvalleyschools.org Tel: 488-5782	Automated Calling System Show Sub ID Verification to register at school site first day called to sub in the district.
San Rafael	\$140 per day/\$70 for half day (4 hours)/Salary schedule Column 1 Step 1 > 20 days*	Karen Moncayo kmoncayo@srcs.org Tel: 492-3212 Fax: 492-3230	Automated Calling System By appointment only (call or email Karen) to register at Central Services. Bring Sub ID Verification and additional forms.
Sausalito-Marin City	\$140 per day/\$70 for half day/\$170 after 10 days*/\$250 after 20 days*	Trellis Condra tcondra@smcsd.org Tel: 332-3573	Prior to first sub day, register at SMC District Office: bring driver's license, SS card, and Sub ID Verification; additional forms to be completed on-site. D.O. Hours: 6:30 am–3:00 pm
Shoreline	\$150 per day	Snow McIsaac Tel: 663-8130 snow.mcisaac@shorelineunified.org	Show Sub ID Verification to register at school site first day called to sub in the district.
Tamalpais	\$130-\$150 per full day based on block Periods/salary schedule after 10 days*	Linda Amaral lamaral@tamdistrict.org Tel: 945-3722 Fax: 945-3609	Automated Calling System Email Sub ID Verification to Human Resources. Paperwork to be filled out first day called to work in the district.
MCOE	\$145 per day/\$72.50 for half day/\$165 after 20 days*	Personnel – Mirna Long mlong@marinschools.org Tel: 499-5846 Fax: 491-6625	Automated Calling System HR Hours: 8:00 am–4:00 pm Present Sub ID Verification to Personnel Department.

ASTERICK REFERS TO CONSECUTIVE DAYS FOR RATE INCREASE