

**JEFFERSON COUNTY SCHOOL SYSTEM
LONG-TERM SUBSTITUTE AUTHORIZATION**

Name: _____ Social Security: _____

Address: _____

School: _____
Replacing: _____ Social Security: _____
Position: _____ Certification: _____
Reason: <input type="checkbox"/> On Leave <input type="checkbox"/> Resigned <input type="checkbox"/> Retired <input type="checkbox"/> Other _____

Beginning date: _____ Ending date: _____

Substitute teachers are paid for days actually worked in accordance with the pay scale established by the Jefferson County Board of Education. Substitute teachers are not eligible for employee benefits i.e., insurance, on-the-job injury leave, retirement, sick leave or personal leave. However, **a substitute teacher working more than 20 consecutive days for the same teacher** will be paid an extended rate of pay starting on the 21st consecutive day. *Absence for any reason other than documented and substantiated personal illness after the 21st day will result in a reversion to the regular substitute rate of pay.*

Substitute Teachers Pay Schedule

Education	Regular Daily Rate	Long-Term Substitute Rate
High School	60.00	70.00
4 Years Academic College	65.00	110.00
Alabama Teacher's Certificate	70.00	135.00

Approved: _____ Date: _____
Principal

Approved: _____ Date: _____
Director, Human Resources