

# 2015/2016 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. (03/24/2016)

### **Districts with Automated Sub Caller Systems:**

- ✓ Require initial signup (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, 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, Ross Valley, Sausalito-Marin 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<<
<b>Bolinas-Stinson</b>	\$140 per day/\$152 after 10 days*/ \$170 after 20 days*	Kara Perras <a href="mailto:karab@bolinas-stinson.org">karab@bolinas-stinson.org</a> Tel: 868-1603	Show Sub ID Verification to register at school site first day called to sub in the district.
<b>Dixie</b>	\$140 per day/\$70.00 for half day/salary schedule after 15 days*	Ginny Pheatt <a href="mailto:gpheatt@dixieschooldistrict.org">gpheatt@dixieschooldistrict.org</a> Tel: 492-3711 Fax: 492-3723	Automated Calling System Register at District Office: driver's license, SS card, Sub ID Verification; additional forms. D.O. Hours: 7:30 am-4:00 pm
<b>Kentfield</b>	\$150 per day/salary schedule after 20 days at Step 1, Column 1*	Mari Dannecker <a href="mailto:mdannecker@kentfieldschools.org">mdannecker@kentfieldschools.org</a> Fax: 458-5137	Automated Calling System Email for information about how complete additional paperwork and present Sub ID Verification.
<b>Laguna Joint</b>	\$100 per day/\$50 for half day	Pamela Brambila Tel: 707-762-6051	Show Sub ID Verification to register at school site first day called to sub in the district.
<b>Lagunitas</b>	\$120 per day/\$72 for morning half day/\$48 for afternoon half day	Linda Craig <a href="mailto:lcraig@lagunitas.org">lcraig@lagunitas.org</a> Tel: 488-9437x203	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
<b>Larkspur-Corte Madera</b>	\$120 per day (1-10 same assignment)/\$125 per day (days 11-100 in the same assignment)/salary schedule for days 101+*	Linda Tarantino <a href="mailto:ltarantino@lcmsschools.org">ltarantino@lcmsschools.org</a> Tel: 927-6960x3204 Fax: 927-6964	Automated Calling System Go to <a href="http://www.lcmsschools.org">www.lcmsschools.org</a> , under Administration open the Human Resources tab and click Substitutes and Subfinder for district registration instructions.
<b>Lincoln</b>	\$110 per day/\$50 for half day	Sandra Doyle 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\*

<b>Mill Valley</b>	\$150 per day/\$80 half day/long-term sub: \$195 for 1 <sup>st</sup> 20 days. Salary schedule Column I Step 1>20 days*	Mary Bowles <a href="mailto:mbowles@mvschools.org">mbowles@mvschools.org</a> Tel: 389-7703 Fax: 389-7773 Shannon Bassi Tel: 389-7744	Automated Calling System Register Sub ID Verification at District Office. Download forms at web site <a href="http://www.mvschools.org">www.mvschools.org</a> Hours: 8:00 am–4:00 pm
<b>Nicasio</b>	\$120 per day/\$60 for half day Long-term sub rates: \$160 full day/\$80 half day after 20 days* 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
<b>Novato</b>	\$120 per day/\$170 after 10 days*/\$238 after 21+ days*	Lillian Rincon <a href="mailto:lrincon@nUSD.org">lrincon@nUSD.org</a> Tel: 897-4220 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.
<b>Reed</b>	\$140 per day/\$160 after 10 days*/salary schedule after 20 days*	Bel Aire-388-7100 Reed-435-7841 Del Mar-435-1468	Show Sub ID Verification to principal and fill out additional paperwork first day called to sub in the district.
<b>Ross</b>	\$140 per day; \$70 half day. Convert to salary schedule (Step 1, Column 1) after 20 days*	Tracy Reid <a href="mailto:treid@rossbears.org">treid@rossbears.org</a> 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.
<b>Ross Valley</b>	\$135 per day/\$67.50 for half day	Meg Maher <a href="mailto:subcaller@rossvalleyschools.org">subcaller@rossvalleyschools.org</a> Tel: 488-5782	Show Sub ID Verification to register at school site first day called to sub in the district.
<b>San Rafael</b>	\$140 per day/\$70 for half day (4 hours)/Salary schedule Column 1 Step 1 > 20 days*	Karen Moncayo <a href="mailto:kmoncayo@srcs.org">kmoncayo@srcs.org</a> Tel: 492-3212 Fax: 492-3230	Automated Calling System D.O. Hours: 9:00 am–2:00 pm By appointment only to register at District Office: driver's license, SS card, Sub ID Verification; additional forms.
<b>Sausalito-Marin City</b>	\$140 per day/\$70 for half day/\$170 after 10 days*/\$250 after 20 days*	Trellis Condra <a href="mailto:tcondra@smcsd.org">tcondra@smcsd.org</a> Tel: 332-3573	Show Sub ID Verification to register at school site first day called to sub in the district.
<b>Shoreline</b>	\$150 per day	Nancy Crivelli <a href="mailto:nancy.crivelli@shorelineunified.org">nancy.crivelli@shorelineunified.org</a> Tel: 663-8130	Show Sub ID Verification to register at school site first day called to sub in the district.
<b>Union</b>	\$115 per day/\$55 for half day	Cynthia Haydon Tel: 707-762-2047	Show Sub ID Verification to register at school site first day called to sub in the district.
<b>Tamalpais</b>	\$120-\$140 per full day based on block periods/salary schedule after 10 days*	Linda Amaral <a href="mailto:lamaral@tamdistrict.org">lamaral@tamdistrict.org</a> Tel: 945-3722 Fax: 945-3609	Automated Calling System D.O. Hours: 7:30 am–4:00 pm Call Human Resources to register. Paperwork to be filled out first day called to work in the district.
<b>MCOE</b>	\$135 per day/\$165 after 20 days*	Personnel – Laura Keaton <a href="mailto:lkeaton@marinschools.org">lkeaton@marinschools.org</a> 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\*