

Position	Hourly Rate
Substitutes - Short Term (non teacher licensed) -All positions	\$ 15.00
Substitute Teacher - Long Term (non teacher licensed)	\$ 18.00
Substitute Teacher - Short Term (active teacher license)	\$ 28.00
Substitute Teachers - Long-Term (active teacher license)	\$ 38.00

**Long Term Teacher Substitutes - Eligibility & Requirements**

- Eligible if assignment will extend more than 10 days
- Responsible for maintaining adequate classroom management
- Responsible for maintaining parent communication as needed
- Successfully implementing lesson plans as provided by Level 3 assigned mentor (non teacher license)
- Successfully preparing and implementing lesson plans (with an active teacher license)
- Successfully maintaining grades in the Synergy Gradebook
- Positively impacting classroom environment & learning outcomes

**Substitute Licensure Requirements**

- Substitutes for non-instructional office support, cook and custodial positions DO NOT require an NMPED issued Substitute license.
- Substitutes for instructional teacher or educational assistant positions DO require a current NMPED issued substitute license.
- Substitutes for instructional teacher positions with an active/current Teacher License are eligible to receive higher teacher sub rates.

**Substitute Work Hours**

Teachers & Educational assistant subs are eligible for up to 7 hours daily as clocked in/out to include a duty free lunch per the school scheduled hours.  
 Office support & custodial subs are eligible for up to 8 hours daily as clocked in/out to include a duty free lunch per the school scheduled hours.  
 Cook subs are eligible for 6-7 hours daily as clocked in/out to include a duty free lunch per the school scheduled hours