

**SAN LUIS OBISPO COUNTY OFFICE OF EDUCATION
Hourly Rates of Pay for Classified Substitute Employees
2024-25**

Job Family Group	Classification	Grade	Hourly Rate
Administrative Support/Accounting/Fiscal	Office Assistant	22	\$19.01
	Administrative Assistant I	23	\$19.48
	Administrative Assistant II	27	\$21.51
	HR Technician	27	\$21.51
	Accounting/Payroll Technician	28	\$22.04
	Administrative Assistant III	31	\$23.74
	Executive Assistant	36	\$26.86
	Payroll/Retirement Specialist I	36	\$26.86
	Fiscal Specialist	36	\$26.86
	Payroll/Retirement Specialist II	42	\$31.15
	Fiscal Specialist II	42	\$31.15
Educational Technology Center	Videographer/Media Technician	29	\$22.59
Classified Classroom	Classroom Assistant - Child Development Program	21	\$18.54
	Associate Teacher - Child Development Program	21	\$18.54
	Instructional Assistant	21	\$18.54
	Behavioral Health Specialist	23	\$19.48
	Instructional Specialist	23	\$19.48
	Interpreter/Translator	29	\$22.59
	Licensed Vocational Nurse	32	\$24.33
	Interpreter for the Deaf	45	\$47.82
	Registered Nurse	50	\$37.95
Maintenance, Operations, and Transportation	Custodian	22	\$21.39
	Courier/Custodian	23	\$19.48
	Groundskeeper	25	\$20.47
	School Bus Driver	25	\$20.47
	Skilled Maintenance Worker	33	\$24.94
Food Service	Cook	22	\$19.01

Approved by the County Superintendent of Schools:

James Brescia

James J. Brescia, Ed.D

Feb 12, 2025

Date

Effective November 1, 2024 - Increase rate of CL Substitute holding valid credential to match CE Sub hourly rate.

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NOTES:

1. Former Employees: Former employees are paid in accordance with Merit System Rule 4763.3
2. A substitute that holds a valid California authorization to provide instructional services (a valid credential, permit, etc.) will be paid no less than \$28.57 per hour as a substitute in a classified position.

Mileage:	
Associate Teacher - Child Development Program Behavioral Health Specialist Classroom Assistant-Child Development Programs Instructional Assistant Interpreter for the Deaf	No mileage for substitutes traveling less than 15 miles one way. Substitutes traveling 15-25 miles one way will receive a \$15 stipend. Substitutes traveling more than 25 miles one way will receive a \$20 stipend. Mileage must be checked on the timecard. Distances will be verified through the standard payroll audit process.
Bilingual Interpreter/Translator	A work location is designated for purposes of mileage reimbursement. When driving to their assigned work location, there is no mileage reimbursement. When driving directly to a location other than their designated work location to start an assignment the substitute will be reimbursed only for mileage in excess of the distance between the designated work location and the employee's home. Time worked and mileage are submitted on two different claim forms.
All other classifications	Mileage is not paid.
Minimum Hours Paid:	
Classroom Assistant-Child Development Program Instructional Assistant Interpreter for the Deaf	Substitutes will be paid for a minimum of 3.5 hours, even if the substitute assignment is less than 3.5 hours. For assignments of less than 3.5 hours the timecard should reflect 3.5 hours when submitted.
Bilingual Interpreter/Translator	A 3.5 hour minimum is paid to all assignments except for translation done at home. Only actual hours worked are paid for translation done at home.
All other classifications	Paid actual hours worked. No minimum hours paid.

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