

**WEST MILFORD TOWNSHIP PUBLIC SCHOOLS**  
**SUBSTITUTE PAY RATES**  
**2022-2023**

**Certified Substitutes:**

- ✓ Standard Certificate, Certificate of Eligibility (CE) or Certificate of Eligibility with Advanced Standing (CEAS) – \$120.00 per diem
- ✓ Long Term Substitute Position with a Standard Certificate, Provisional Certificate, Certificate of Eligibility (CE) or Certificate of Eligibility with Advanced Standing (CEAS) – at the per diem rate of \$200.00 for a period of coverage from 1-5 months. Coverage from 5 months and 1 day will go on guide at BA/1. (Position will be in the area of the certification.) Coverage for an entire school year will go on guide. (Position will also be in the area of the certification.)
- ✓ County Substitute Certification – \$110.00 per diem
- ✓ County Substitute Nurse Certificate/R.N. – \$300.00 daily coverage OR \$400.00 includes daily and overnight coverage
- ✓ Athletic Trainer- Per County Rate

**Home Instructor/Tutor:** \$41.00 per hour

**Substitute Secretary/Building Aide/Cafeteria Aide/SACC Aide:**

- ✓ Secretary/Building Aide - \$13.00 per hour
- ✓ Building Aide Substituting for a Principal's Secretary - \$36.42 per hour
- ✓ Cafeteria Aide - \$13.00 per hour
- ✓ SACC Aide - \$13.00 per hour

**Substitute Special Class Aides:**

- ✓ Standard Certificate, Certificate of Eligibility (CE) or Certificate of Eligibility with Advanced Standing (CEAS) – \$98.00 per diem (F/T) ; \$49.00 (P/T) per diem
- ✓ County Substitute Certificate - \$91.00 per diem (F/T); \$45.50 per diem (P/T)
- ✓ No Certificate - \$91.00 per diem (F/T); \$45.50 per diem (P/T)

**Substitute Operations Staff:**

- ✓ Custodial/Maintenance - \$18.00 per hour
- ✓ Security Guard - \$13.00 per hour
- ✓ Door Attendant - \$13.00 per hour

**Substitute Transportation Staff:**

Driver - \$20.00 per hour  
Vehicle Aide - \$13.00 per hour

*Paychecks are mailed on the 15<sup>th</sup> and 31<sup>st</sup> of each month. The substitute pay schedule is two weeks behind; for example, if you work the 1<sup>st</sup> through the 15<sup>th</sup>, you will be paid on the 31<sup>st</sup> of the month. If you work the 16<sup>th</sup> through the 31<sup>st</sup>, you will be paid on the 15<sup>th</sup> of the next month.*

**PLEASE KEEP TRACK OF THE DAYS YOU WORK AND COMPARE IT TO YOUR PAYCHECK. IF YOU HAVE ANY QUESTIONS OR CONCERNS, CALL PAYROLL AT (973) 697-1700, EXT. 5054.**

*tf: Approved 8/23/2022*