

Substitute Teacher Frequently Asked Questions

Q Are you currently hiring substitute teachers?

A Yes, Valley Center Schools is currently accepting applications through our website, www.usd262.net.

Q How often can I expect to work?

A That depends on your ability to work in a variety of classroom settings as well as the number of schools you choose to work at. If you are flexible with the types of assignments and number of schools, you could work multiple days each semester.

Q How are substitute teachers assigned?

A Valley Center Schools uses the online and automated Absence Management system for assigning substitute teachers. You will be asked to let us know what schools and grade levels you will be most comfortable teaching at. We enter your information into Absence Management and it matches your information/license type to the incoming assignments.

Just a reminder – Absence Management establishes a hierarchy depending upon the type of license you have: 1) Professional License/Initial License/Exchange License 2) Standard Substitute License 3) Emergency Substitute License.

Q How much are substitute teachers paid?

A The daily rate for substitute teachers is \$100/day and \$50/half a day. Substitute teachers that complete long-term assignments lasting more than 10 days are paid at the rate of \$160/day. Substitutes hired to substitute for a Sedgwick County Coop teacher will also be paid by USD 262.

Q How often are substitute teachers paid?

A Substitute teachers are paid on the 10th and 25th of each month.

Q How long does my application stay on file?

A One year.

Q Do I need to complete another application to be considered for a contracted position?

A No, applicants can continually modify their application choosing the positions they are applying for. The application will take the applicant to all of the pertinent questions pertaining to each of the positions they are applying for