



Paraprofessionals Working as Instructional Subs Fiscal Year 2021-2022

1. Using Paraprofessionals as Instructional Substitutes

- According to the contract, a Paraprofessional is to be paid \$7.00 per period/hour for working as an Instructional substitute. This is for all schools. This amount is paid through Object 0102 – Other Compensation.
- Schools may use their substitute budgets to cover this other compensation expenditure by e-mailing or faxing a copy of the Other Compensation form to the Budgeting & Financial Services Department and requesting reimbursement. Note: This only applies to schools that are centrally-budgeted. Contracted schools and/or schools with a separate revenue source, such as Title I, VPK, or Adult Education must cover the other compensation from within their budgets.
- A Paraprofessional may not request comp time in lieu of paid other compensation.