

SUBSTITUTE TIER RATE FORM SCHOOL YEAR 2026-2027

Date _____

School District _____

Remote Learning Environment? ☐ Yes ☐ No

Teacher Name:	
Teaching Subject:	
Grade Level:	
Assignment Begin Date:	
Building Assigned:	

Sub ID No	888
Substitute Name:	
Starting Tier Rate	\$
Qualifying License Type?	☐ Yes ☐ No
Expiration Date	

Please complete this form PRIOR to any anticipated rate increase for any substitute that is to be paid by the Southwest Ohio Council of Governments. Tiered rates for each district vary, so please complete the sections that apply only to your district.

Tiered rate pay applies to substitutes who work in the same position or assignment (meaning the sub is subbing for the same teacher, in the same school building) for a number of consecutive days without being absent, UNLESS specified and approved by the Treasurer.

Please email this completed and signed form to **Julie Prack** at **Julie.Prack@warrencountyesc.com**

21st Consecutive Day on Assignment**Madison Only**

20 th Day Worked on:	
21 st Day Tier Rate Begin Date:	
Tiered Rate on 21 st Day:	\$

On the 61st Consecutive Day:**Will the sub be paid by your district?** ☐ Yes ☐ No

If yes, what is the effective day worked the district will begin paying the sub _____.

If no, please complete the portion below, sign, and return.

61st Consecutive Day on Assignment

60 th Day Worked on:	
61 st Day Tier Rate Begin Date:	
Tiered Rate on 61 st Day:	190/day - COG will Pay

61st consecutive day in an assignment must have appropriate licensure or COG Board approval depending on license type.

Use the notes section below to indicate if there are any exceptions and to let us know when a substitute has completed the long-term assignment.

NOTES:

Building Principal's Signature _____

Treasurer's Signature _____

* Building Principal and Treasurer have verified that the substitute is properly licensed in subject area beginning on the 61st day.

****This form must be signed by the Treasurer and returned before we can pay substitutes any tiered rate pay.**

COG Board Approval Over 60 Days _____