



MOREHOUSE PARISH SCHOOL DISTRICT



SUBSTITUTE TEACHER & SUBSTITUTE SUPPORT STAFF TRAINING

July 12, 2024

The Morehouse Parish School District will hold a **SUBSTITUTE TEACHER AND SUPPORT STAFF TRAINING** on **July 25, 2024 – Thursday from 2:00 to 4:00 pm** at the Student Services Center – 1607 Martin Luther King South, Bastrop Louisiana.

Who Needs to Attend?

ALL previous and current/active MPSD Substitute Personnel; New substitute applicants. If you were on the 2023-2024 Substitute List, you still need to attend.

Requirements for RETURNING Substitutes:

Complete and return the reply slip from the Reasonable Assurance Letter dated June 24, 2024.

Requirements for NEW Substitute Applicants:

- Complete and submit an application online. Paper applications are available for pick-up at the Central Office at 4099 Naff Avenue, Bastrop LA.
- Provide a copy of your School Transcripts and/or Diploma (Minimum Requirement: HS Diploma or GED)
- A copy of the following: Valid driver's license, social security card, and birth certificate
- Pass employment clearance requirements (Background Check and Drug Test)
- Banking Information for Direct Deposit

Requirements for ALL Substitutes before they are listed on the Approved Substitute List for SY 2024- 2025

- Complete ALL the Web-Based Mandated Training listed at the back of this letter. Print and submit the certificate for each completed training. Once all the listed requirements are satisfied, your name and contact information will be included in MPSD's Approved Substitute List.

SUBSTITUTE CATEGORIES	Daily Pay for Day & Day Substitutes	Daily Pay for Long Term Substitute
Non-Degree (HS Diploma/GED/Associate's Degree)	\$60.00	\$75.00
College Degree	\$65.00	\$100.00
Certified Teachers	\$75.00	\$125.00
Substitute Paraprofessionals/Aides/Tutors	\$54.37	
Child Nutrition Technicians / Food Service Workers	\$9.20 per hour	
Custodians	\$8.00 per hour	
Bus Drivers	TBD	
Bus Aides	\$29.00 daily	
Central Office Support	\$10.00 per hour	

Teachers and Paraprofessionals



Bus Drivers and Bus Aides



Custodians



Secretaries



Cafeteria Workers

