

**POWAY UNIFIED SCHOOL DISTRICT  
ADMINISTRATIVE PROCEDURE**

**Originator:** Assoc. Superintendent, PSS

**Issue No:** 1

**Date:** 2/27/95

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**Reference:**

**ARTICLE: 4.0 PERSONNEL SUPPORT SERVICES**

**4.4 MANAGEMENT PERSONNEL**

**4.402 SALARY POLICY - CERTIFICATED  
MANAGEMENT**

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**SECTION 4.402.2 Pay for Service Provided by Retired Administrators**

**Rate of Pay**

Retired administrators may be retained by the District to complete limited term assignments. Typical assignments include but are not limited to the following:

- Substituting for administrators who are ill
- Filling other temporary administrative vacancies
- Conducting interviews of teacher candidates
- Completing projects that meet District goals

When substituting for administrators, the rate of pay shall be Range 3 of the position being filled. When completing assignments not specific to a particular position (i.e., conducting interviews), the rate of pay will be \$200 per day.

**Method of Payment**

The retired employee shall complete a time sheet indicating the dates and position of service. The time sheet is to be submitted to the Associate Superintendent, Personnel Support Services.