

Substitute Teachers

Only those persons certified to substitute teach shall be employed as substitute teachers in the district. Such certification may include the local substitute certificate, which requires special board approval.

The Superintendent or his/her designee shall establish a procedure for the selecting of substitute teachers used in the district.

Substitute teachers shall be paid at a per diem rate set by the Board of Education.

When a substitute teacher is employed more than 10 consecutive days in a calendar year for the same assignment, beginning with 11<sup>th</sup> day, the substitute teacher shall be paid the same per diem rate as the first step on the salary schedule, B.A. column.

When a substitute teacher is employed long term to complete the term of a regular teacher, the Superintendent may at his/her discretion place the substituting teacher at a step on the current salary schedule appropriate with the experience and training of the substitute teacher.

Substitute teachers will not participate in the health and welfare plans or other fringe benefits of the school district without expressed approval of the Board in the case of a situation of unusual circumstances.

Adopted: June 12, 2000  
Revised: October 10, 2011  
Revised: September 9, 2013