

4028
Substitute Teachers

A substitute teacher is an educator who possesses the required certification from the Nebraska Department of Education and is employed to fill a teaching position on a temporary basis. The board shall establish the pay and benefits for substitute teachers.

Adopted on: 12/17/18

Revised on: _____

Reviewed on: _____

4028
Administrative Guidelines - Substitute Teachers

Principals are empowered to employ teachers to replace teaching personnel who are absent because of illness or emergency only. Use of substitute teachers, dates, and teachers for whom substitute was secured must be reported to the Superintendent at the end of the month. Before employing a substitute teacher for reasons other than an emergency or illness, the Principal must select from the list of currently certified substitutes. Substitutes who hold a valid teaching certificate and who teach for ten (10) consecutive school days will be moved from the regular substitute pay rate to a pay rate equal to a daily rate of 1/185th of the current base salary schedule. In addition, a substitute teacher teaching 75% or more in one semester may earn 1/2 day of sick leave per month which may not exceed 4 1/2 days per year. No other fringe benefits will be allowed for substitute teachers.

Adopted on: 12/5/98
Reviewed on: 5/11/09
Revised on: 12/17/18