

Policy 4128: 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 12.5.98

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