

1 Substitutes

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3 The Board authorizes the use of substitute teachers as necessary to replace teachers who are  
4 temporarily absent. The principal shall arrange for the substitute to work for the absent teacher.  
5 Under no condition is a teacher to select or arrange for a private substitute.

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7 The Board annually, at the regular July Board meeting, establishes an hourly rate of pay for  
8 substitute teachers. No fringe benefits are given to substitute teachers.

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10 Substitutes for classified positions will be paid by the hour. When a classified employee is  
11 called upon to substitute for a teacher, the teacher sub rate shall apply unless the classified rate of  
12 pay is higher.

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14 All substitute teachers will be required to undergo fingerprint and background checks.

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18 Policy History:

19 Adopted on: February 2007

20 Revised on: February 15, 2011

21 Reviewed on: July 10, 2012

22 Revised on: October 8, 2012