

## **4155 PAY FOR SUBSTITUTE TEACHERS AND TEMPORARY CLASSIFIED PERSONNEL**

Recommendations for rates of pay for substitute teachers and classified temporary substitute personnel will be made by the Assistant to the Superintendent for Human and Community Resources and Relations in consultation with the Superintendent and the Director of Business and Finance. After an annual review of the compensation for positions covered by this policy, a recommendation will be made for possible changes to the Budget Committee. The recommendations will be submitted to the School Board for action.

The rates for individual groups of employees will be reviewed each time the collective bargaining agreement is concluded for the specific group of workers performing same or similar work.

When determining whether to recommend raising or lowering a rate of pay for a group of substitute or temporary employees, the Assistant to the Superintendent for Human and Community Resources and Relations will be guided by the following factors:

1. The necessity to accomplish the work of the School District in a cost effective manner.
2. The rate of pay for permanent employees of the School District doing similar work.
3. The needs of the specific department or program employing the substitutes.
4. The general rates of pay for casual workers doing similar work in Duluth and the surrounding areas.
5. The general availability of workers who are willing to accept assignment as substitute or temporary employees.

Current rates of pay for substitute teachers and temporary classified personnel will be on file and available to interested persons in the Human and Community Resources and Relations Office.

Adopted: 10-17-1984 ISD 709

Revised: 02-17-1987

01-16-1989

11-13-1990

08-13-1991

06-20-1995 ISD 709