

Personnel – Certified

Substitute Teachers

A substitute teacher shall be a person who has earned a Bachelor's Degree, is fully qualified to instruct in our schools, and who is employed for short periods of time in the absence of the regular teacher. The Commissioner of Education may waive requirement for a Bachelor's Degree for good cause upon the request of the Superintendent of Schools.

The Amity Regional School District No. 5 (ARSD) Board of Education (Board) shall only hire applicants for substitute teaching positions who comply with the reference and background checks and who comply with the required disclosure requirements and after requesting information from the applicant's prior employers and Connecticut State Department of Education (CSDE). The Superintendent shall determine which persons are employable as substitute teachers and maintain a list of such persons. Approved substitutes shall remain on such list, as long as he or she is continuously employed by the Board as a substitute teacher, provided the Superintendent does not have any knowledge of a reason that such person should be removed from the list. Suitable programs for training, assigning, orienting, and evaluating the work of substitute teachers shall be provided by the certified staff under the direction of the Superintendent or his/her designee.

Daily substitute teachers are those who serve for a variety of teachers in a non-consecutive manner and are assigned on an as-needed basis. Building substitute teachers are those who serve for a variety of teachers and report to an assigned school building on all student days. Fully certified long-term substitute teachers will be assigned to classes whose regular teachers are on long-term leaves of absence of forty (40) days or more.

Rates of compensation for substitute teachers will be set by the Board of Education. Rates for daily substitutes and building substitutes will be determined annually during the budget process for the following year. Rates for long-term substitute teachers will be the prorated daily rate of the beginning B.A. salary step in effect for that school year. For shortage area positions, the Superintendent may consider the experience, degree, and/or certification of the long-term substitute teacher and establish a different rate.

Substitute teachers will not participate in the health and welfare plans or other fringe benefits of the school system.

Retired teachers may be employed as substitute teachers without jeopardizing their retirement salary within the limits as prescribed by law.

(c.f. 4112.5 Security Check/Fingerprinting)

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Legal Reference: Connecticut General Statutes

[10-183v](#) Reemployment of teachers.

[10-145a](#) Certificates of qualification for teachers.

June 19 Special Session, Public Act No. 09-1

An Act Implementing the Provisions of the Budget Concerning Education, Authorizing State Grant Commitments for School Building Projects and Making Changes to the Statutes Concerning School building Projects and Other Education Statutes. (Section 48) Public Act No. 09-6 September Special Session

[10-221d](#) Criminal history records checks of school personnel.

Fingerprinting. Termination or dismissal. (as amended by PA 16-67)

[10-222c](#) Hiring policy. (as amended by PA 16-67)