

Inter-Lakes School District
Long Term Teacher Substitute
Created: February 4, 2015

Definition

A long-term substitute is a temporary employee hired for the purpose of replacing a permanent certified teacher for twenty (20) or more consecutive school days in the same position/assignment and for the same teacher. Generally, a long-term substitute will not receive a contract but rather a letter outlining the terms of employment including the per diem rate paid for the days worked.

Qualifications

To be assigned as a long-term substitute, preference will be given to applicants who possess appropriate New Hampshire Education Department educator license.

Compensation

Day 1-10: According to the adopted salary schedule at the Bachelor Step 1 level.

Day 11 until the end of the assignment: Placement on the salary schedule (based on years of experience and degree) which shall not exceed Step 5.

Benefits

Long Term Substitutes are not part of a Collective Bargaining Group.

No benefits, except for one sick day per month for the duration of their assignment (non-cumulative).

Participation in the retirement system is mandated per the rules of the applicable state retirement system. Currently Long Term Substitutes are eligible for enrollment after 18 cumulative weeks of 30 hours per week in a given year.

Hiring

The Superintendent of Schools or his/her designee is responsible for the employment and placement of substitute teachers.

Other

Any issues not covered by the above guidelines will be reviewed on a case-by-case basis and determined by the Superintendent of Schools.