

**Tumwater School District
Board Policy**

SUBSTITUTE EMPLOYMENT

The Board authorizes the employment of certificated substitutes as deemed necessary by the superintendent or his/her designees.

If the superintendent reasonably anticipates that the list of qualified, willing substitutes will be exhausted, emergency substitute certification may be sought from the Office of the Superintendent of Public Instruction.

The Board authorizes the employment of a classified substitute in the absence of a classified staff member as deemed necessary by the superintendent of his/her designees.

The superintendent will be responsible for establishing procedures for the hiring and assignment of certificates substitutes as well as classified substitutes.

Legal References:	RCW 28A.330.240	Employment Contracts
	RCW 28A.400.300	Hiring and discharging employees — Written leave policies — Seniority and leave benefits of employees transferring between school districts and other educational employers
	RCW 28A.405.900	Certain certificated employees exempt from chapter provisions
	RCW 28A.410.010	Certification — Duty of professional educator standards board — Rules — Record check — Lapsed certificates — Superintendent of Public Instruction as administrator
	RCW 41.32.570	Postretirement employment — Reduction or suspension of pension payments
	Chapter 41.35 RCW	Washington school employees' retirement system
	RCW 42.23.030(9)	Interest in contracts prohibited — Exceptions

Management Resources:

<i>Policy News</i> , 8/11	Legislature Refines Rehire/Retire Law
<i>Policy News</i> , 6/08	Substitute Employment
<i>Policy News</i> , 8/01	Legislature Authorizes "Retire-Rehire"

ADOPTED: October 29, 1982
REVISED: May 29, 2003; May 23, 2013