Foley Public Schools Revised: 05-18-2020 *Foley Model Policy 456*

Foley Public Schools Adopted by the Board: 07-20-2020

456 SUBSTITUTE TEACHER POLICY

Long Term Substitutes/Acting Incumbents

A. Length of Service: For the purpose of this policy, a Long Term Substitute and Acting Incumbent will be one in the same. A Long Term Substitute/Acting Incumbent must replace an absent teacher for a period of longer than twenty (20) consecutive days.

B. Rate of Pay: A Long Term Substitute/Acting Incumbent will be paid the daily rate at the BA-0 Step per day. In the event a Long Term Substitute/Acting Incumbent is called upon to replace an absent teacher for a second consecutive year, their placement on the salary schedule will be at the discretion of the School Board.

C. Retroactivity: Long Term Substitutes/Acting Incumbents will not be entitled to retroactive pay in the event a new salary schedule is adopted after or during their assignment, unless the Long Term Substitute/Acting Incumbent has replaced the same absent teacher for one or more semesters. However, even those Long Term Substitutes/Acting Incumbents not entitled to a retroactive pay increase under this will receive an increase in pay starting at the time of a new salary schedule adoption.

D. Contract: All Long Term Substitutes/Acting Incumbents must sign an Acting Incumbent Teacher contract.

Casual Substitutes

A. Length of Service: A casual substitute replaces an absent teacher or teachers on a daily basis for a period of up to twenty (20) days.

B. Rate of Pay: Casual substitutes will be paid at a rate set by the school board annually.

C. Retroactivity: Casual substitutes will not be entitled to retroactive pay in the event a new salary schedule is adopted after or during their assignment.

D. Fringe Benefits: Casual substitutes will not be entitled to any fringe benefits or sick leave.

E. Contract: Casual substitutes will not sign a teaching contract.

F. Partial Days: Partial days of work will be paid at the rate set by the school board annually.

Foley Public Schools Adoption Record: 12-19-2016