BP-4121

SUBSTITUTE TEACHERS

The Superintendent or his/her designee shall be responsible for securing substitute teachers as needed. Other considerations being equal certified teachers shall be given preference for hire over non-certified substitutes. Such considerations shall include a candidate's past work experience with the district and any special skills or training that may be required for a particular position.

The Superintendent or designee shall conduct background checks, including a criminal records check and reference check, on all candidates for substitute employment who lack any prior work experience with the District.

The Superintendent may allow someone to work prior to receiving the results of a background check when a position must be filled immediately and no qualified individual who has previously been employed by the district or submitted to a background check is available.

Teachers may not hire their own substitutes nor may the teachers pay the substitutes directly.

The Board shall establish daily rates of compensation for all substitute employee categories in conjunction with the budgetary process.

Adoption Date: October 3, l988
Reviewed & Renumbered: May 17, 2010
Reviewed: December 17, 2012
Reviewed: December 16, 2024