LEAVE: SUBSTITUTE PAYMENT RESPONSIBILITY DEC(R1)

Substitute payment for campus-based personnel such as teachers, paraprofessionals, nurses, and librarians will be paid by the district for the following types of leave:

- Personal leave
- Sick leave
- Jury Duty
- Leave associated with FMLA, Worker's Compensation, Temporary Disability Leave, or Military Leave

Substitute payment for campus-based office staff, administrators, and counselors will be paid by the district for qualifying consecutive absences exceeding 5 workdays for the following types of leave:

- Sick leave
- Jury Duty
- Leave associated with FMLA, Worker's Compensation, Temporary Disability Leave, or Military Leave

Substitute payment for campus-based personnel such as teachers, paraprofessionals, nurses, librarians, counselors, and office staff will be paid by the campus or a department budget for the following types of leave:

- Professional development
- School Activity
- UIL Event

Substitute payment for department-based personnel will be paid by the employee's assigned department budget. If a position is deemed critical by the Chief Human Resources Officer, the District will cover the cost of a substitute for a department-based employee who is eligible for FMLA, Worker's Compensation, Temporary Disability Leave, or Military Leave.

Vacant Positions

Substitute payment for vacant campus-related positions will be paid by the district.

Substitute payment for vacant department-related positions will be paid by the appropriate department budget. If a position is deemed critical by the Chief Human Resources Officer, the district will cover the cost of a substitute for a department-related vacancy.