

SUBSTITUTE PROFESSIONAL STAFF EMPLOYMENT

Substitute teachers shall be employed and assigned so as to minimize disruption of the school program in the absence of regularly employed teachers.

Substitute teacher pay rate will be at the rate established by Board action.

The principal is responsible for securing, assigning, and evaluating substitute teachers.

All persons employed as a substitute teacher shall participate in an in-service for substitute teachers. The in-service will be conducted by the principals arranging for all substitutes to be in-serviced each school year.

Each substitute teacher and the principal shall sign a form acknowledging when the orientation occurred.