

POLICY

No. 4040

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SUBSTITUTE TEACHERS

Substitute teachers shall be employed on a per diem basis at a rate to be established annually by the Board.

If the period of substitute employment is known to exceed thirty (30) working days, the substitute will be hired on a long-term basis at Step 1 of the appropriate Column of the current salary schedule.

When a per diem substitute has worked thirty (30) consecutive days in the same position, his/her status will be changed to long-term and the salary adjusted for ensuing days in that position. The salary will be based on Step 1 of the appropriate Column of the current salary schedule.

Adopted: May 16, 1983

Ratified: June 20, 1983

Amended: