

SECTION: PROFESSIONAL EMPLOYEES
TITLE: SUBSTITUTE COMPENSATION
ADOPTED: August 28, 1997
REVISED:

COUNCIL ROCK SCHOOL DISTRICT

429. SUBSTITUTE COMPENSATION	
1. Purpose	In order to obtain and retain well qualified substitutes for service in this district, this policy shall be applied.
2. Authority	Substitutes shall be paid at the rate determined by the Board, according to their classification.
3. Definition	<p>The per diem substitute is a certified teacher who has been employed to perform the duties of a regular teacher during daily periods of time when the regular professional employee is absent.</p> <p>The long term substitute is a certified teacher who has been employed to perform the duties of a regular teacher during periods of extended time (10 days to 3 months) when the regular professional employee is absent.</p> <p>The full-time substitute is a certified teacher who has been employed to perform the duties of a regular teacher during periods of time when the regular professional employee is absent on sabbatical leave or for other legal cause authorized and approved by the Board. The regular teacher's absence must be three (3) calendar months or longer and will continue for a reasonable period of time.</p>
4. Guidelines	<p>Per diem substitutes and long term substitutes shall be paid at the per diem rate specified for their applicable classification.</p> <p>Full time substitutes ordinarily shall be temporarily employed in accordance with the salary schedule for professional employees adopted by the Board.</p>
5. Delegation of Responsibility	Recommendation from the appropriate building principal and approval by the Director of Human Resources shall be necessary for approval of long term substitutes.