

**SUBSTITUTE PROFESSIONAL STAFF EMPLOYMENT
(Substitute Teachers)**

Substitute teachers will be employed by the school district as needed and in coordination with the administration regarding ongoing utilization and general absence management. Substitute teachers must be licensed by the Education Standards and Practices Board of North Dakota and maintain such status to be considered for substitute teacher employment. Substitute teachers are required to comply with the same guidelines and standards as set forth for professional teaching staff and may be removed from consideration at any time due to actions unbecoming of an employee of the school district. Administration will provide professional development and general support of substitute teacher staff to promote quality assurance and overall retention.

Substitute teachers compensation will be determined prior to each school year by the Board of Education and upon recommendation of the administration. The compensation will include daily rates for regular substitute teaching, full-time substitutes, and long-term substitution situations. The Board of Education reserves the right to adjust the substitute teacher compensation during the school year for reasons brought forth by the administration.

Approved: 8/16/21

Policy Adopted: 11/23/1992
Policy Amended: 11/12/1991
Policy Amended: 08/13/2001
Policy Amended: 04/11/2005