



POLICY TITLE: SUBSTITUTE TEACHERS

Policy Type: Executive Limitations

Legal Citation: R277-508, Employment of Substitute Teachers

The School recognizes the need for substitute teachers and will ensure qualified substitutes are hired.

Accordingly, the School Director shall not:

1. Fail to hire qualified substitute teachers and implement a salary schedule based on training, experience, and competency.
2. Fail to require a background check for all substitute teachers and, where applicable, verify through CACTUS that the substitute teacher's license has not been revoked or suspended.
3. Fail to require regular teachers to have lesson plans immediately available for use by substitute teachers.