

SUBSTITUTE TEACHERS

SUBSTITUTE TEACHERS SHALL BE APPROVED, ASSIGNED AND TERMINATED IN ACCORDANCE WITH FLORIDA STATUTES AND SUCH RULES AND REGULATIONS AS SHALL BE RECOMMENDED BY THE SUPERINTENDENT AND APPROVED BY THE BOARD.

AUTHORITY: F.S. 230.22 (1) (2)
POLICY ADOPTED: 3/27/69; 9/5/74

AMENDED POLICY APPROVED: 7/17/90

RULES

1. Applicants for appointment as substitute teachers shall submit employment information: as determined by the Superintendent (designee).
2. Applicants whose qualifications are found satisfactory shall be recommended for approval as substitute teachers by the Associate Superintendent of Personnel, Policies, Government and Community Relations to the Superintendent and by him/her to the Board.
3. Substitute teachers may be assigned to teaching duties after approval by the Superintendent or his/her designee, provided they are submitted for approval at the next feasible meeting of the Board.
4. Substitute teachers shall be paid in conformity with the approved salary schedule.
5. Personnel records with respect to substitute teachers shall be maintained in the same manner as for regular teachers.
6. Retired teachers and teachers on Board approved leave, which permits such action and are not being recompensed by Board monies, may substitute except in an unfilled position.
7. It shall be the principal's responsibility, with the assistance of Personnel, Policies, Government and Community Relations to obtain substitutes for the teachers of his/her school.
8. The Board authorizes the Superintendent to design and implement procedures for the purpose of removing substitute teachers from the Board approved list. An affected substitute teacher may appeal the decision of the Associate Superintendent of Personnel to remove him/her from the substitute list to the Superintendent (designee) whose decision shall be final and binding.

AUTHORITY: F.S. 230.22 (1) (2)
RULES ADOPTED: 3/27/69
RULES AMENDED: 6/8/71; 9/5/74; 8/7/75
APPROVED AS EMERGENCY RULE #ER80-2: 3/20/80
RULES AMENDED: 9/4/80; 4/1/82; 2/4/88

AMENDED RULES APPROVED: 7/17/90