

# 11.1 – Teacher Substitutes

## 11.1.1 Employment of Substitutes

The local board of education is encouraged to make every effort to hire licensed teachers to serve as substitutes in the local school system. Substitutes may be employed on all workdays, including optional teacher workdays (unless the regular teacher is using annual vacation leave on the optional workday). Substitutes may not be employed on holidays and on annual vacation leave days scheduled in the calendar. A substitute teacher is defined as an individual who fills in for a permanent teacher who is still on payroll and is using paid leave.

## 11.1.2 Teacher Assistants as Substitutes

(a) Resolution required: When a local board of education has adopted a resolution authorizing the use of employed teacher assistants as substitute teachers, a principal who feels it appropriate to do so may assign a teacher assistant to serve as a substitute teacher.

(b) Salary rate A-0: When a teacher assistant acts as a substitute teacher, the salary for the day shall be the same as the daily salary of an entry-level teacher with an "A" (Standard Professional 1 or Standard Professional 2) license.