

SAYDEL COMMUNITY SCHOOL DISTRICT

SUBSTITUTE TEACHERS

The Board recognizes the need for substitute teachers. Substitute teachers will be licensed to teach in Iowa.

It is the responsibility of the employee to enter absences into the district absence reporting system. The employee will make all reasonable attempts to report absences in a timely manner.

Substitute teachers will be paid a per diem rate. Substitutes employed more than ten consecutive days in the same assignment will be paid according to the District's per diem rate for long-term substitutes; this rate will not be retroactive to the first day of the substitute assignment. If there is a break in service during the long-term substitute assignment, the substitute pay will revert to the daily rate until ten consecutive days have been served again in the same assignment. Exceptions to this may be made on a case-by-case basis by the Superintendent. Substitute licensed employees are expected to perform the same duties as the licensed employees.

The rate for substitute teachers can be changed by simple Board action without changing the intent of this policy.

Legal Reference: *Iowa Association of School Boards v. PERB*, 400 N.W.2d 571 (Iowa 1987).
Iowa Code §§ 20.1, .4(5), .9; Ch.272.
281 I.A.C. 12.4.

Cross Reference: 405.1 Licensed Employee Defined
 405.2 Licensed Employee Qualifications, Recruitment, Selection

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