

CARLISLE AREA SCHOOL DISTRICT

SECTION: PROFESSIONAL EMPLOYEES

TITLE: EMPLOYMENT OF
SUBSTITUTE PROFESSIONAL
EMPLOYEES

ADOPTED: September 21, 2006

REVISED:

<p>1. Purpose</p> <p>2. Authority SC 1101, 1106, 1148</p> <p>3. Guidelines</p> <p>SC 111 23 Pa. C.S.A. 6301 et seq Title 22 Sec. 8.1 et seq</p> <p>SC 1148</p> <p>4. Delegation of Responsibility</p>	<p style="text-align: center;">405. EMPLOYMENT OF SUBSTITUTE PROFESSIONAL EMPLOYEES</p> <p>Qualified and competent substitute teachers and other professional staff shall be employed in order to provide continuity in the educational program of the schools.</p> <p>The Board shall approve annually the names of potential substitute professional employees and the positions in which they may substitute.</p> <p>Additional names may be added to the list of substitutes by the Board during the school year.</p> <p>Utilization of substitutes prior to approval by the Board is authorized when their use is required to maintain continuity in the educational program. Retroactive approval shall be recommended to the Board at the next regular meeting.</p> <p>No candidate shall be employed until such candidate has complied with the mandatory background check requirements for criminal history and child abuse and the district has evaluated the results of that screening process.</p> <p><u>Compensation</u></p> <p>Substitutes shall be paid on a per diem basis at a rate set annually by the Board.</p> <p>Substitute teachers who serve for an extended period of time in a single assignment may be paid at a daily rate exceeding that normally paid for substitutes but in no case shall the rate exceed that paid for regular full-time teachers with similar assignments, classification and experience.</p> <p>The Superintendent or designee shall develop and implement procedures to recruit, screen, assign and evaluate candidates for substitute employment.</p> <p>The Superintendent or designee shall recommend retention on the Board's approved substitute list only for those substitutes who have satisfactorily performed their duties.</p>
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School Code
111, 1101,
1106, 1148

PA Statute
23 Pa. C.S.A.
6301 et seq

PA Code
Title 22
Sec. 8.1 et seq