

Personnel -- Certified

Substitute Teachers

A substitute teacher shall be a person fully qualified to instruct in our schools and who is employed for short periods of time in the absence of the regular teacher. Substitute teachers shall be required to hold a valid bachelor's degree, except as otherwise permitted by the Commissioner of the State Department of Education for good cause shown upon the request of the Superintendent.

Suitable programs for training, assigning, orienting and evaluating the work of substitute teachers shall be provided by the certified staff under the direction of the Superintendent.

Unless otherwise provided by contract or required by law, rates of compensation for substitute teachers will be set by the Board of Education and fringe benefits shall not be provided.

Retired teachers may be employed as substitute teachers without jeopardizing their retirement salary within the limits as prescribed by law.

The Board shall not offer employment to a person as a substitute teacher unless such person and the Board have complied with the abuse, neglect and sexual misconduct investigation requirements set forth in Board policy # 4112.5.

The Superintendent of Schools shall develop and maintain a list of approved substitute teachers. The Superintendent is authorized to approve substitute teachers based upon candidates' qualifications, including but not limited to, education, job-related experience, oral and written communication skills, specialized expertise references, and satisfactory background check examination results. The list of approved substitute teachers shall be provided to the Board of Education annually and as amended from time to time throughout the year.

Legal References: Connecticut General Statutes
 10-145 Certificate necessary to employment. Forfeiture for noncompliance.
 Substitute teachers
 10-183v Reemployment of teachers.
 Public Act 16-67, An Act Concerning the Disclosure of Certain Education
 Personnel Records, Criminal Penalties for Threatening in Educational
 Settings and the Exclusion of a Minor's Name from Summary Process
 Complaints

Policy adopted: December 9, 2003
 Policy revised: October 18, 2005
 Policy revised: June 14, 2011
 Policy revised: May 8, 2012
 Policy revised: February 10, 2015
 Policy revised: October 18, 2016

NEW MILFORD PUBLIC SCHOOLS
 New Milford, Connecticut