

SUBSTITUTE TEACHERS

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

It will be the responsibility of the central office to maintain a list of substitute teachers who may be called upon to replace regular contract licensed employees. Individuals whose names do not appear on this list will not be employed as a substitute without specific approval of the superintendent. It shall be the responsibility of the building principal to fill absences with substitute teachers immediately.

Substitute teachers will be paid a daily rate. Following ten (10) consecutive days in the same position, substitutes will be paid at the per diem rate as calculated by dividing the prevailing salary schedule placement of BA Step 1, minus the Teacher Supplementary Salary funds which have been incorporated into the published salary schedule, by 192 days. Substitute licensed employees are expected to perform the same duties as the licensed employees.

In cooperation with the Affordable Care Act (Federal Health Care Reform legislation), substitute teachers, substitute support staff, and part-time employees falling under variable-hour employee status will be offered insurance based on the hours worked during a twelve month look back period beginning July 1st and running through June 30th. If the variable-hour employee is deemed to have worked an average of 30 or more hours per week, participation in the Fairfield Community School group plan will be offered to the variable-hour employee at that employee's cost.

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 (2011).
281 I.A.C. 12.4.

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

Approved: Feb. 11, 1985, May 20, 2013, February 28, 2019

Reviewed: Aug. 24, 2005, June 14, 2010, Oct. 11, 2010, Nov. 30, 2012, Apr. 5, 2013, Jan. 21, 2019.

Revised: Feb. 10, 1997, Jul. 12, 2010, Nov. 8, 2010, Nov. 30, 2012, Apr. 5, 2013, Jan. 21, 2019.