A substitute teacher shall be a person qualified to instruct in District schools and who is employed for short periods of time in the absence of the regular teacher. They must hold either a valid teaching license or substitute license and shall be subject to the limits placed on substitute teachers by the Illinois School Code and, if applicable, the Illinois Teachers' Retirement System (TRS).

Suitable training, orientation, and evaluation of the work of substitute teachers shall be the responsibility of the professional staff under the direction of the Superintendent.

Rates of compensation for substitute teachers shall be set by the Board.

Substitute teachers shall not participate in the health and welfare plans or other fringe benefits of the District.

Policy adopted: December 17, 1973
BOARD OF EDUCATION, School Dist. 101, Western Springs, IL

Policy reviewed: November 19, 1979
BOARD OF EDUCATION, School Dist. 101, Western Springs, IL

Policy reviewed: July 19, 1982
BOARD OF EDUCATION, School Dist. 101, Western Springs, IL

Policy reviewed: March 17, 1986
BOARD OF EDUCATION, School Dist. 101, Western Springs, IL

Policy revised: January 16, 1989
BOARD OF EDUCATION, School Dist. 101, Western Springs, IL

Policy reviewed: April 19, 1993
BOARD OF EDUCATION, School Dist. 101, Western Springs, IL

Policy revised: March 15, 2004
BOARD OF EDUCATION, School Dist. 101, Western Springs, IL

## Personnel - Substitute Teachers <br> Policy 4110

Policy revised: June 20, 2023
BOARD OF EDUCATION, School Dist. 101, Western Springs, IL

