

	Huron School District #2-2	Code: GCE Part-Time & Substitute Professional Staff Employment (Substitute Teachers)
	Policies and Regulations	

Part-Time and Substitute Professional Staff Employment (Substitute Teachers)

Responsibilities

1. At the beginning of each school year, the superintendent's office will furnish each building principal with a list of qualified substitute teachers.
2. Substitute teacher handbooks define duties and responsibilities of certified personnel; and, as such, are not enumerated here.

Rate of Pay

1. The daily pay for substitute teachers is as follows:

✓ One through four days in the same calendar month	\$160 for each day worked in month
✓ Five through nine days in the same calendar month	\$175 for each day worked in month
✓ Ten through fourteen days in the same calendar month	\$195 for each day worked in month
✓ Fifteen or more days in the same calendar month	\$215 for each day worked in month

The superintendent of schools may deviate from this schedule as he/she deems necessary.

Substitute Teacher Training:

Prior to the start of each school year, each building principal will be responsible for planning and conducting in-service for substitute teachers. A summary of the in-service activities (i.e., in-service agenda) will be on file in each principal's office.