

Personnel

SUBJECT: TEMPORARY PERSONNEL

District's needs may sometimes require temporary appointments. The terms of these appointments shall be defined by the Board of Education on a case by case basis.

Student Teachers

The Schalmont Central School District shall cooperate with teacher training institutions in the placement of student teachers in order to provide beginning teachers with the best possible student teaching experience. Assignment procedures shall be in accordance with the negotiated contract.

Student teachers shall be protected from liability for negligence or other acts resulting in accidental injury to any person by the school district, as provided by law.

Substitute TeachersItinerant Substitute Teachers

Teachers who substitute for different teachers or the same teacher less than thirty-five (35) consecutive days.

Pay: Per diem rate for itinerant substitutes. Itinerant substitutes will be paid at a daily rate, to be determined by the Board of Education.

Regular Substitute Teachers

Teachers who substitute for the same absent teacher for a full term or for a period during a term exceeding thirty-five (35) consecutive days.

- Pay:
1. During the first thirty-five (35) days or up to the time the itinerant substitute teacher is appointed as a regular substitute teacher, pay will be at the per diem rate for itinerate substitute teachers.
 2. In excess of thirty-five (35) *consecutive days substituting for the same absent teacher, the substitute will be placed on the regular teacher salary schedule at 1/200th of the appropriate step not to exceed Step 5M, on the basis of prior service and graduate credit (no benefits or vacation). *Breaks in service due to extenuating circumstances will receive administrative consideration.

Note: Section 2 was developed to cover cases when advance knowledge of absence for periods in excess of thirty-five (35) days existed but no job vacancy existed due to Board of Education action.

(Continued)

Personnel

SUBJECT: TEMPORARY PERSONNEL (Cont'd.)Long Term Substitute Teachers:

Teachers who are appointed by the Board of Education:

- a) To replace a regular teacher whose job vacancy has been produced by Board of Education action or,
- b) To replace teachers whose absence is for more than thirty-five (35) consecutive days during a term and whose absence has been formally announced to, and approved by, the Board of Education.

Pay: Long term substitutes will be placed on the teacher salary schedule not to exceed Step 5M, and on the basis of prior service and graduate credit, they will accrue benefits afforded regular teachers. If a full time, long term substitute serves without interruption for longer than a full year, then he/she will advance on the teacher salary schedule one step for each uninterrupted full school year of teaching.

If a long term substitute begins work as an itinerant substitute before Board action is taken to appoint him/her to the position, then placement on the teacher salary schedule will be made retroactive to the first day of teaching.

If the itinerant teacher does not perform the duties of a regular teacher, then there will be no retroactive salary schedule. In this event, the teacher will be paid as an itinerant substitute on a per diem basis until the day he/she is formally appointed by the School Board as a long term substitute.

NOTE: For regular and itinerant substitutes each day of service will be counted as 1/200th toward a year of service.

8 New York Code of Rules and Regulations
(NYCRR) Section 80.36
Education Law Section 3023

Adopted: 2/13/01
Reviewed: 1/8/07-no changes