

Personnel

Professional Personnel - Substitute Teachers

The Superintendent may employ substitute teachers as necessary to replace teachers who are temporarily absent.

A substitute teacher must hold a valid teaching or substitute certificate. Substitute teachers with a substitute certificate may teach only when an appropriate, fully-certificated teacher is unavailable.

A substitute teacher with only a substitute certificate may teach in place of a certificated teacher for a period not to exceed 90 paid school days or 450 paid hours in any one school district in any one school term. Where such teaching is partly on a daily and partly on an hourly basis, a school day shall be considered as 5 hours. However, a teacher holding an early childhood, elementary, high school, or special certificate may substitute teach for a period not to exceed 120 paid school days or 600 paid school hours in any one school district in any one school term, unless the subject area is one where the Regional Superintendent has certified that a personnel shortage exists.

The School Board shall establish a daily rate of pay for substitute teachers on an annual basis. No fringe benefits shall be provided to substitutes.

LEGAL REF.: Illinois School Code, Sec. 21-9 (105 ILCS 5/21-9); and
23 Ill.Admin.Code § 1.790.

Adopted: October 9, 1997
Revised: April 24, 2003
Revised: March 17, 2005
Revised: January 27, 2011