

**PARK COUNTY SCHOOL DISTRICT #6  
BOARD OF EDUCATION POLICY**

**CODE GCG**

**PART-TIME SUBSTITUTE PROFESSIONAL STAFF EMPLOYMENT**

The Board of Trustees believes that the role of the substitute teacher is very important for maintaining continuity in teaching and learning. An effective program for selecting and assigning all substitute teachers and for evaluating their performance will be established by the professional staff under the direction of the superintendent.

Whenever possible, a substitute teacher employed in the absence of the regular teacher will possess knowledge in the area of assignment and demonstrated successes in teaching.

A substitute employed for more than ten consecutive school days (10 school days) in the same position will be considered to be a long-term substitute. The designation will be in effect on the 11th consecutive day and thereafter in the same position. Long-term substitutes beginning with the 11th day shall receive a pro-rated per day salary, based on the bachelor's salary, step one.

The superintendent shall provide a complete list of all qualified substitutes to those administrators given responsibility of securing substitutes.

Substitute teachers will not participate in the health and retirement plans or other fringe benefits of the school system.

Permanent part-time professional staff employed more than one-half time shall be entitled to receive full benefits.

Wages for non-degree substitute teachers who teach for more than ten consecutive days in the same teaching assignment shall be paid 87% of a pro-rated per day salary, based on the bachelor's salary, step one, for each day beyond the tenth consecutive day.

Adopted: 1/20/98