

Substitute Employment

Substitutes serve in the absence of regular staff. In addition to daily absences, the district may use a substitute in place of regularly-contracted staff member in situations such as

- A. when enrollment uncertainties exist at the beginning of a school year or
- B. when resignations of regular staff do not allow sufficient time for the district to employ an immediate replacement.

On either of the occasions identified above, the district shall employ a full-time staff person within a reasonable time after the initial substitute assumed the assignment.

The superintendent shall be responsible for establishing procedures by which teachers request substitutes and by which substitute teachers are assigned, employed and compensated.

Legal References:

RCW	28A.400.300	Hiring and discharging employees—leaves for employees
	28A.405.900	Certain certificated employees exempt from chapter provisions

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Formerly Policy No. 5410