

POLICY	9240 Adopted: August 22, 2006 Personnel & Negotiations
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**SUBJECT: SUBSTITUTE AND PART-TIME PROFESSIONAL STAFF
EMPLOYMENT**

Per Diem Substitute Teachers

The employment of per diem substitute teachers (day-to-day not to exceed 90 continuous days in a single, encumbered position) must be approved by the Greater Southern Tier BOCES District Superintendent who will make a quarterly report to the Board. Directors will assume responsibility for the scheduling of substitutes from the approved list, as needed.

Per diem substitute teachers will be compensated in accordance with administrative regulations.

Long-term Substitute Teachers

Consistent with the needs of the district, long-term substitute teachers (exceeds 90 continuous days in a single, encumbered position) will be employed upon recommendation of the District Superintendent and approval of the Board. Appointments will not extend beyond the school year for which the appointment is made.

Long-term substitutes will meet all necessary certification requirements and will be compensated commensurate with appropriate placement on their salary schedule and will receive customary benefits.

Part-time Teachers

Consistent with the needs of the district, part-time teachers will be employed upon recommendation of the District Superintendent and approval of the Board.

Part-time teachers will be compensated commensurate with appropriate placement on their salary schedule, but are otherwise not entitled to customary benefits.