

***Employment of Substitute Teachers***

In those circumstances where teachers may be absent for short-term or long-term periods, the Board will seek to assure the continuity of the instructional program in the most effective manner possible, including the assignment of day-to-day substitutes for daily or short-term absences, and the assignment of regular substitutes for long-term absences.

Every effort shall be made to arrange for qualified substitutes to promote quality education for District pupils. Teachers employed in regular assignments shall be encouraged to recommend qualified substitutes to the administration for coverage of their classes during absences. The administration may accept or reject such recommendations.

It is the policy of the Board that regularly certified teachers be employed as substitutes whenever possible. However, the Board recognizes that the procurement of substitute teachers for District staff is becoming an increasingly difficult problem and that New York State Education Law authorizes the employment of noncertified substitutes for up to 40 days per academic year. Therefore, the Board authorizes the use of noncertified substitutes in accordance with education law when no certified teachers are available, but encourages such persons to move towards certification.