

# POLICY

2012

6220

Personnel

## **SUBJECT: TEMPORARY PERSONNEL**

District's needs may sometimes require temporary appointments. The terms of these appointments shall be defined by the Board of Education on a case-by-case basis.

A substitute teacher qualified to teach in the Vestal Central School District shall be employed, whenever possible, by the Superintendent of Schools in the absence of a regular teacher. It is recognized that fully certified persons will not always be available for employment as substitute teachers.

The Superintendent of Schools will submit at least annually to the Board of Education for its approval all persons recommended for employment as Per-Diem substitute teachers.

### **Substitute Teachers**

The District recognizes the following levels of substitute teacher employment:

- a) Per-Diem Substitute Status – itinerant service on a daily basis;
- b) Long-Term Substitute Status – a substitute who substitutes twenty (20) consecutive days or longer for a teacher who is using paid leave from the School District;
- c) Permanent Substitute – a substitute appointed by the Board of Education, upon recommendation by the Superintendent, for a length of service in excess of thirty (30) consecutive days in the same position, and for which exists a corresponding unpaid leave of absence.

Education Law Section 3023  
8 New York Code of Rules and Regulations (NYCRR) Section 80-5.4  
Historical Notes: 5.1-2 Agreement with Substitutes United for Broome  
5.2-2 Substitute Teachers 8/22/89  
5.2-3 Student Teachers 3/28/72  
5.5-6 Substitute Teacher Salaries 6/26/84  
Adopted 1/24/12