

DRAFT UPDATE

Oak Park School District 97

5:220

Professional Personnel

Substitute Teachers

The Superintendent or designee may employ substitute teachers as necessary to replace teachers who are temporarily absent.

A substitute teacher must hold either a valid teaching or substitute ~~certificate~~license and may teach in the place of a ~~certified~~licensed teacher who is under contract with the Board. There is no limit on the number of days that a substitute teacher may teach in the District during the school year. ~~However there is a limit on the number of days that a substitute teacher may teach for any one certified teacher under contract with the District in the same school year. The following limitations apply, except as follows:~~

1. A substitute teacher holding a substitute ~~certificate~~license may teach for any one licensed teacher under contract with the District only for a period not to exceed 90 school days.
2. A teacher holding a ~~valid early childhood, elementary, high school, Professional Educator License or special certificate~~Professional Educator License with Stipulations may teach for any one licensed teacher under contract with the District only for a period not to exceed 120 school days.

The Illinois Teachers' Retirement System (TRS) ~~in Illinois~~ limits a substitute teacher who is a TRS annuitant to substitute teaching for a period not to exceed 100 paid days or 500 paid hours in any school year, unless the subject area is one where the appropriate Intermediate Service Center has certified that a personnel shortage exists.

The Board of Education establishes a daily rate of pay for substitute teachers. Substitute teachers receive only monetary compensation for time worked and no other benefits.

Emergency Situations

A substitute teacher may teach when no ~~certified~~licensed teacher is under contract with the Board if the District has an emergency situation as defined in State law. During an emergency situation, a substitute teacher is limited to 30 calendar days of employment per each vacant position. The Superintendent or designee ~~will~~shall notify the appropriate Intermediate Service Center within 5 business days after the employment of a substitute teacher in an emergency situation.

LEGAL REF.: 105 ILCS 5/24-9, 5/21B-20(3~~7~~) and 24-5.
23 Ill. Admin Code §4-790~~25~~520

CROSS REF.: 5.30 (Hiring Process and Criteria)

ADOPTED: ~~March 19, 2013~~

Comment [AKL1]: The policy is updated to enhance clarity and to replace ~~certificate~~ with license as per State statute and rule

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