

Revised

DRAFT UPDATE

Mid-Valley Special Education Cooperative

5:220

Professional Personnel

Substitute Teachers

As per course Director
The Director 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:

Comment [AKL1]: The policy is updated to enhance clarity and to replace certificate with license as per State statute and rule.
Issue 87, October 2014

1. A substitute teacher holding a *Cooperative* 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 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. *Cooperative*

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 Regional Superintendent has certified that a personnel shortage exists.

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

Emergency Situations

Cooperative
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 Director will *as per statute* shall notify the appropriate Regional Office of Education within 5 business days after the employment of a substitute teacher in an emergency situation.

LEGAL REF.: 105 ILCS 5/21-9, 5/21B-20(3), and 24-5.
23 Ill. Admin. Code §1-79025.520.

CROSS REF.: 5:30 (Hiring Process and Criteria)

ADOPTED: June 7, 2012