

GCG -PART-TIME AND SUBSTITUTE PROFESSIONAL STAFF EMPLOYMENT (Substitute Teachers)

Category R

The Mason School Board is committed to the adoption of practices which contribute to student achievement. The Board believes strongly that substitute professional staff with the highest possible qualifications should be employed and that instructional leadership and classroom management must be maintained by the substitute so as to assure the least possible interruption of student achievement.

A list of qualified substitute professional staff, as specified by the Superintendent, will be maintained by the Superintendent. Such a list shall be filed with the Principal.

Insofar as possible, the Principal or designee will call substitute professional staff on the substitute list in order of qualifications. Individuals whose name does not appear on the substitute list may not be employed in the District as a substitute professional staff member except when specifically approved by the Superintendent. Principals will be responsible for seeing that the work of the substitute is as effective as possible and will provide him / her with a planned program.

A qualified substitute teacher is defined as a person over 18 years of age and

- Having a valid New Hampshire Teaching Certificate, or
- Having a valid out of state certificate, based on a baccalaureate or higher degree, from a state belonging to the Interstate Certification Contract, or
- Having a Bachelor's degree or higher, or
- Is in a teacher education program and have completed 90 semester hours toward graduation, or
- Is a para-professional in regular employment by the District

SUBSTITUTES PAY

The rate of pay for a substitute shall be set by the School Board and be subject to periodic review.

All part-time and substitute employees must undergo a Criminal History Records Check prior to any employment.

See policy GBCD for Criminal History Records Check information.

Legal Reference:

RSA 189:13-a, School Employee and Volunteer Background Investigations

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