

1 **Bainville K-12 Schools**

2  
3 **PERSONNEL**

5314

4  
5 Substitutes

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7 The Board authorizes the use of substitute teachers as necessary to replace teachers who are  
8 temporarily absent. The teacher is responsible for securing their own substitute. If the teacher is  
9 too ill to find a substitute or cannot find a substitute, they must call the district office and ask the  
10 office to secure a substitute for them.

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12 The Board annually establishes a daily rate of pay for substitute teachers. No fringe benefits are  
13 given to substitute teachers.

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15 Substitutes for classified positions will be paid by the hour. When a classified employee is called  
16 upon to substitute for a teacher, the teacher sub rate shall apply unless the classified rate of pay is  
17 higher.

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19 All substitute teachers will be required to undergo fingerprint and background checks. *The Board*  
20 *may pass a motion waiving, in whole or in part, this requirement, if the non-licensed substitute*  
21 *has previous teaching or substitute teaching experience in an accredited public school in*  
22 *Montana prior to November 28, 2002.*

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26 Policy History:

27 Adopted on:

28 Reviewed on:

29 Revised on: 2/25/08