

SUBSTITUTE TEACHERS

The board recognizes the need for substitute teachers. Substitute teachers will be licensed to teach in Iowa.

It is the responsibility of the building principal to maintain a list of substitute teachers who may be called upon to replace regular contract licensed employees. Individuals whose names do not appear on this list will not be employed as a substitute without specific approval of the superintendent. It is the responsibility of the building principal to fill absences with substitute teachers immediately.

Daily rate of compensation for certified substitute teachers is established by the board. Substitute teachers are paid at a rate equal to 65% of step 1 of the B.A. base salary per diem. After 10 consecutive days of substitute teaching in the same position, the teacher will be paid at the beginning B.A. salary base per diem for the duration of that assignment providing it is an assignment for which the school principal approves the substitute being paid on the per diem schedule. The substitute will start over for consecutive days in determining per diem rate of pay if the substitute interrupts the consecutive days of substituting in the same position unless the building principal approves the break in service.

Homebound instruction by a non-contracted party with the Western Dubuque Community School District will be reimbursed at the same rate as substitute teacher's pay, plus mileage. The number of hours will be determined by the building administrator.

Legal Reference: Iowa Association of School Boards v. PERB, 400 N.W.2d 571 (Iowa 1987).
Iowa Code §§ 20.1, .4(5), .9; 272 (2013).
281 I.A.C. 12.4.

Cross Reference:
405.1 Licensed Employee Defined
405.2 Licensed Employee Qualifications, Recruitment, Selection

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