

ARRANGEMENTS FOR PROFESSIONAL STAFF SUBSTITUTES

The employment and assignment of substitute teachers shall be centralized for the school system. Substitute teachers shall meet requirements of the State and of the school system for persons serving as substitutes. All substitute teachers must have a satisfactory Massachusetts Criminal Offender Information (C.O.R.I.) check prior to being added to the substitute list.

Substitutes shall be paid at per diem rates approved by the School Committee.

Principals may request a substitute not be assigned or re-assigned to their building by notifying the Human Resource Director. At the end of the first twenty (20) days of service, substitute teachers will be evaluated by Principals in whose schools they have worked. The Superintendent will, on the basis of these evaluations, determine if the substitute is eligible for continued service in Weston.

Adopted: November 21, 2011