

EMPLOYMENT TERMS OF SERVICE SUBSTITUTES

DBF

1. HIRING AND EMPLOYMENT PROCEDURES

In hiring substitute teachers, the District shall apply the following priorities in evaluating applicants:

- A. The District shall give first priority to applicants who hold a valid license in the subject matter they will be teaching as a substitute;
- B. The District shall give second priority to applicants who have a valid license in a field commonly taught in public schools;
- C. The District shall give third priority to applicants who have a college degree.

An individual seeking employment as a substitute teacher shall furnish evidence to the District that the individual is physically and mentally fit to work.

Utah Admin. Rules R277-508-3 (May 8, 2018)

Prior to hiring an applicant as a substitute teacher, the District shall obtain verification through CACTUS that the applicant has not had a license suspended or revoked and shall obtain a criminal background check on the applicant.

Utah Admin. Rules R277-508-4(1) (May 8, 2018)

The District shall periodically evaluate substitute teachers employed by the District and shall establish a salary schedule for substitute teachers according to their training, experience, and competency.

Utah Admin. Rules R277-508-4(2) (May 8, 2018)

A regular teacher shall have lesson plans immediately available for use by substitute teachers.

Utah Admin. Rules R277-508-4(3) (May 8, 2018)

2. STUDENT TEACHERS AS SUBSTITUTES

Student teachers may substitute in classes consistent with the instructions and policies from the higher education institution which the student attends.

Utah Admin. Rules R277-508-4(4) (May 8, 2018)

3. PARAPROFESSIONALS AND AIDES AS SUBSTITUTES

Paraprofessionals and aides may substitute in classes provided they comply with District and school policies.

Utah Admin. Rules R277-508-4(4) (May 8, 2018)

4. SUSPENDED LICENSURE

The District may not employ any individual whose license has been revoked or is currently suspended by the State Board or the licensing entity of another jurisdiction.

Utah Admin. Rules R277-508-3(5)(a) (May 8, 2018)
