

Cove School District 15

Code: **GCEA**
Adopted: 6/10/86; 1/05/99
Readopted: 11/13/01; 8/20/13
Orig. Code(s): R3510.1; 3000.9

Substitutes and Substitute Pay

1. Substitute teachers shall be hired, on a daily basis or for long-term substitution.
2. Teachers in need of a substitute shall make the necessary arrangements. Regular teachers are to have complete lesson plans and instructions prepared in the event a substitute teacher is needed. Substitutes must be instructed to check-in at the district office prior to starting their substitute day.
3. Substitute teachers will be paid an amount commensurate with the duties performed. Pay will not be less than the minimum required by law.
4. Long-term substitutes will work at state recommended pay until the 11th day of substitution employment. From that time until completion of the assignment, substitutes are compensated at 1/160th of the base teacher salary for each day of employment.

END OF POLICY

Legal Reference(s):

[ORS 332.507](#)
[ORS 342.420](#)
[ORS 342.610](#)
[ORS 342.815](#)

[OAR 584-020-0000 to -0045](#)