MSD: Substitute Teacher Qualification, Training, and Suspended-Licensure Restriction

Applicants seeking to serve as substitute teachers in the District shall complete the substitute teacher training course provided by the District and shall furnish evidence that the individual is physically and mentally fit to work. Before hiring an applicant as a substitute teacher, the District shall verify through the appropriate educator licensing system that the applicant has not had a license suspended or revoked and shall obtain the required criminal background check.

A regular teacher shall have lesson plans immediately available for use by substitute teachers. 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. The District may not employ any individual whose license has been revoked or is currently suspended by the State Board or by the licensing entity of another jurisdiction.

Source: MSD Policy 4270, approved 2021.