

SCHOOL DISTRICT NO. 48 (SEA TO SKY)

ADMINISTRATIVE PROCEDURES SERIES 400 - STAFF PERSONNEL

AP 402 PROFESSIONAL STAFF
 EMPLOYMENT
AP 402.3 Hiring of Teachers-On-Call

These Administrative Procedures specify the procedures for utilizing Teachers-On-Call and for utilizing non-certified Teachers-On-Call when certified are not available.

1. An up-dated Teacher-On-Call list prepared by the Board Office containing the names of approved certified and non-certified Teachers-On-Call will be circulated to all schools each September and January.
2. When efforts to obtain a certified Teacher-On-Call are exhausted, a non-certified Teacher-On-Call may be utilized from the current list.
3. In general, the minimum qualifications for non-certified Teachers-On-Call shall be the equivalent of two years of post-secondary college, vocational school or university.
4. A procedure shall be in place at each school to familiarize Teachers-On-Call with school routines and procedures.
5. The daily rate of pay for all non-certified Teachers-On-Call will be \$75.00 per day (plus 4% holiday pay).

Adopted: November, 1980
Revised: June, 1982
 October, 1993

October, 1985

October, 1989