PERSONNEL POSITIONS SUBSTITUTE, TEMPORARY, AND PART-TIME POSITIONS

DPB (REGULATION)

SUBSTITUTE TEACHERS Each applicant for substitute teaching will complete the application form through usual channels, and furnish a record of highest education attained and three references [see DPB(LOCAL)].

All substitute teacher applicants must also complete the fingerprinting process [see DBAA(LEGAL)].

Each substitute teacher will be furnished a roster of schools showing the address, principal's name, and grades taught.

Principals must request all substitutes through the TEAMS system.

[Regulation is to be moved to the HR Administrative Guide]

