

505-2-.20 SUBSTITUTE TEACHING

(1) Definitions.

(a) Substitute teacher – an individual employed to serve in the absence of the regularly employed teacher. The term substitute teacher also applies to a person temporarily employed to teach a class that does not have a regular teacher.

(b) Substitute teacher list – a list of persons approved by the local unit of administration (LUA) or its designee to serve as substitute teachers.

(2) Requirements.

(a) Each LUA shall maintain and employ from a substitute teacher list.

(b) Priority shall be given to persons with the highest qualifications. The qualifications are ranked as follows:

1. Possession of one of the following:

(i) A valid or expired Induction teaching certificate (except if issued based on Pathway 4);

(ii) A valid or expired renewable professional teaching certificate; ~~or~~

(iii) A valid or expired Georgia Certificate of Eligibility for an Induction or renewable professional teaching certificate and a bachelor's degree or higher from a GaPSC-accepted accredited institution;

(iv) A valid Georgia Retired Educator certificate;

2. Completion of a bachelor's degree or higher from a GaPSC-accepted accredited institution;

3. Completion of at least one (1) or more years of postsecondary training beyond a high school diploma ranked in order of number of years completed;

4. Possession of a high school diploma;

5. Possession of a GED certificate.

(c) A substitute teacher having qualifications lower on the priority list may be employed if that person has performed effectively on previous occasions and/or has the appropriate in-field experience.

(d) As a minimum, each substitute teacher shall hold a high school diploma or GED equivalent and have participated in at least four (4) hours of initial substitute teacher training provided by the employing Georgia LUA. Those individuals who possess a valid or expired Georgia professional teaching certificate or Paraprofessional certificate are exempt from the training requirement.

(e) Any classroom teacher absence or vacancy that lasts forty-six (46) or more consecutive days in a school year shall be filled with a certified in-field teacher, except in situations where longer periods of time are required by state or federal law.

(f) Substitute teachers who hold only a high school diploma or GED certificate shall not work in any one classroom more than ten (10) consecutive days.

(g) School leadership personnel shall ensure that instructional leadership and classroom management are maintained by the substitute teacher to assure minimal interruption of student progress.

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