

**Board Policy GBRJ: Arrangement for Substitutes**

Status: ADOPTED

Original Adopted Date: 12/17/2020 | Last Reviewed Date: 12/17/2020

Substitute teachers shall be provided during the absence of regular teachers. When a teacher in grades Pre-K-12 is absent, a qualified substitute, as defined by the Georgia Professional Standards Commission Rule 505-2-.20, shall be requested through the District's established substitute management system.

In the event a qualified substitute is not available, the school administration shall implement an alternative coverage plan that aligns with district guidelines to ensure instructional continuity. Such plans may include the reassignment of existing staff, the use of district-approved personnel, or other measures as deemed appropriate by the school principal or his/her designee.

The Superintendent and the Assistant Superintendent of Human Resources are authorized to implement a regulation to provide for substitute teachers.

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