

**Regulation GBRJ-R(1): Arrangement for Substitutes**

Status: ADOPTED

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

Bibb County School District contracts with a third-party vendor to provide substitute teachers.

An applicant for substitute teaching must submit a high school diploma or equivalent to be considered for employment.

A Long-Term Substitute Teacher is someone replacing the normal duties of a single teacher for a period of 11 or more consecutive days.

In compliance with the Georgia Professional Standards Commission (GaPSC) Rule, the priority order of qualifications for substitute teachers is as follows:

1. Possession of a Georgia Teacher or Retired Educator certificate,
2. Successful performance of full-time teaching,
3. Completion of a bachelor's degree or higher from a GaPSC- accepted accredited institution,
4. Completion of some college training, and
5. Successful performance of substitute teaching.

Each principal is responsible for securing an approved substitute teacher when needed.

The Superintendent or designee may refuse any substitute teacher when it is deemed a placement would not be in the best interest of the school system.

Contracted substitute teachers must follow the same policies and procedures as required of regular classroom teachers.