

## **EMPLOYMENT OF SUBSTITUTE TEACHERS IN AREAS OF CRITICAL NEED AND SHORTAGE**

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### **1.0 Purpose**

The Grant County Board of Education recognizes that in certain curricular areas a shortage of qualified teachers exists. The Board has been unable to employ properly certified professional educators to fill certain vacant positions. These vacant positions represent areas of critical need and shortage.

### **2.0 Procedures**

**2.1** Retired teachers may be employed as substitute teachers during the school year on an expanded basis in areas of critical need and shortages defined in this policy.

**2.2** Identified critical need and shortage areas:

1. Special Education
2. Special Education: Autism
3. Reading Specialist/Reading Interventionist
4. Secondary Mathematics
5. Secondary Science (Biology/Chemistry/Physics)
6. Reading Specialist/Interventionist
7. Spanish

**2.3** A retired teacher may be employed as a substitute teacher in an area of critical need and shortage on an expanded basis only when no other teacher who holds certification and training in the area and who is not retired is available and accepts the substitute assignment.

**2.4** A substitute teacher who is also a retired teacher and is receiving benefits under or who is eligible for retirement benefits during the fiscal year in which that person retired, may accept employment as a substitute teacher for an unlimited number of days each fiscal year without affecting the monthly retirement benefit to which the retired teacher is otherwise entitled according to the provisions of this policy and the applicable sections of §18A-2-3.

**2.5** The Superintendent shall cause a copy of this policy to be transmitted to the West Virginia State Board of Education for its approval prior to employment of a retired teacher as a substitute beyond the period now permitted without affecting the retired teacher's monthly retirement benefit.

**2.6** Prior to the employment of any retired teacher as a substitute beyond the post-retirement employment limitations established by the consolidated public retirement board, the Superintendent shall submit to the consolidated public retirement board and the state board of education an affidavit, in a form approved by said retirement board,

stating the name of the county, the fact that the Board has adopted a policy to employ retired teachers as substitutes to address areas of critical need and shortage, the name or names of the person or persons to be employed pursuant to this policy, the critical need and shortage area position filled by each person, the date that the person gave notice to the county board of the person's intent to retire and the effective date of the person's retirement.

### **3.0 Limitations**

**3.1** Any person who retires and begins work as a substitute teacher within the same employment term shall lose those retirement benefits attributed to the annuity reserve, effective from the first day of employment as a retiree substitute in that employment term and ending with the month following the date the retiree ceases to perform service as a substitute.

**3.2** A teacher is eligible to be employed as a critical needs substitute to fill a vacant position only if the retired teacher's retirement became effective at least 20 days before the beginning of the employment term during which he or she is employed as a substitute.

**3.3** Retired teachers employed to perform expanded substitute service pursuant to this policy are considered day-to-day, temporary, part-time employees. The substitute is not eligible for additional pension or other benefits paid to regularly employed employees and shall not accrue seniority.

**3.4** When a retired teacher is employed as a substitute to fill a vacant position, the position shall continue to be posted electronically and easily accessible to prospective employees until it is filled with a regularly employed teacher who is fully certified or permitted for the position.

**AUTHORITY:** § 18A-2-3

**ADOPTED:** 09/24/13

**REVISED:** 02/25/14; 08/25/15; 05/09/16; 05/09/17