

SUBSTITUTES IN AREAS OF CRITICAL NEED AND SHORTAGE

PURPOSE

The purpose of this policy is to provide for the employment of retired teachers or retired administrators as substitutes in areas of critical need and shortage.

FINDINGS

The Monongalia County Board of Education hereby finds and determines that

- A. There presently exists within Monongalia County, West Virginia, critical need for substitute teachers in the areas of English, Language Arts, Journalism, Reading, French, Spanish, German, Science (Chemistry, Physics, and Biology), Mathematics, Family and Consumer Science, Business, Career and Technology Education (CTE), Technology Education, Special Education (All Areas), Music, Speech Pathologist, School Psychologist, Preschool Special Needs, Visually Impaired, Gifted, Autism, Deaf and Hard of Hearing, English as a Second Language (ESL), and School Principal;
- B. There is also a shortage of certified substitutes available to cover these areas of critical need; and
- C. The Superintendent has recommended the Board adopt a policy permitting retired teachers to substitute for an unlimited number of days in order to help alleviate these critical needs shortages.

RESPONSIBILITY

It shall be the responsibility of the building administrator to administer this policy.

POLICY

The Monongalia County Board of Education hereby adopts a policy to permit retired teachers or retired administrators to substitute for an unlimited number of days in the school year, without affecting such retiree's monthly retirement benefit, in order to alleviate the critical needs and shortages identified above, all in accordance with the provisions of the WV Code 18A-2-3. The retired teacher or retired administrator may be employed as a substitute teacher or substitute administrator 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.

LIMITATIONS

- A. Any person who retires and begins work as a substitute teacher or substitute administrator within the same employment term shall lose those retirement benefits attributed to the annuity reserve, effective from the first day of employment as a retired substitute in that employment term and ending with the month following the date the retiree cease to perform service as a substitute.
- B. A retired 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 bore the beginning of the employment term during which he or she is employed as a substitute.
- C. Retired teachers and retired administrators employed to perform expand 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. When a retired teacher or retired administrator 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/administrator who is fully certified or permitted for the positon.

EFFECTIVE DATES

This policy shall be effective for the school year 2016-2017. (Policy enacting provision expires 6/17/)

STATE BOARD APPROVAL

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

AFFIDAVIT

Prior to the employment of any retired teacher or retired administrator 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 West Virginia Board of Education an affidavit, in a form approved by the Retirement Board, stating the name of the county, the fact that the Board had adopted a policy to employ retired teachers as substitutes to address areas of critical need and shortage and the name or names of the person or persons to be employed pursuant to this policy, the critical need and shortage position filled by each person, the date the person gave notice to the county board of the person's intent to retire, and the effective date of the person's retirement.

Date Approved by Local Board: August 4, 2016