File: GCE

Part-Time and Substitute Professional Staff Employment

Substitute teachers must hold a valid substitute teaching certificate issued by the State of Wyoming.

Substitute teachers will be paid at rates determined by the Board.

Teachers are expected to notify the principal of impending unavoidable absence as soon as possible and for keeping him or her informed as to when they expect to return to work. Notification of return to work should be given before the end of school hours or the day before.

Adopted: 10/26/1971

Revised: Date of Manual Recodification

Revised: June 10, 2008 Revised: July 21, 2010

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