

SUPPORT STAFF SUBSTITUTES

The School District of Colby Board of Education recognizes the need to have support staff positions filled as may be required to operate the school on a day-to-day basis. Therefore, the school board authorizes the district administrator and support staff department supervisors to fill daily support staff vacancies with qualified workers as they deem necessary.

Support staff substitute workers shall comply with and shall be subject to all district policies as pertains to employment hiring criteria, job duty requirements, safety and health requirements, and any other such rules and procedures established by the board of education, administration, and department supervisors.

Substitute support staff hours and compensation shall be established and/or modified as may be required by the immediate supervisor and the district administrator.

CROSS REFERENCE: Rule #522.1 – Drug-free Workplace Administrative Procedures
Policy #522.2 – Employee Tobacco Use on School Premises