

## **SUBSTITUTE/HOME BOUND**

Substitutes shall be hired if possible in all cases when teachers (including special teachers) are absent. In the event a substitute cannot be found and a regularly employed teacher is asked to substitute, he/she shall receive compensation at the rate of \$22 per class period during their prep period and/or duty free lunch period.

If a teacher provides Homebound Instruction outside of the school day, the pay shall be at a prorated per diem rate. Mileage shall be paid at the IRS rate.

## **EXTENDED CONTRACTS**

Teachers shall be issued a separate contract for days beyond the school year calendar. The District Administrator and/or his/her designee shall designate such teachers. Pay for the additional days agreed upon shall be based on the rate of twenty two dollars (\$22) per hour, except for “academic classes” taught during 2021 summer school shall be paid at thirty dollars (\$30) per hour. “Academic classes” for 2021 summer school are defined as:

- Early Learning Center & Elementary Students: Classes for academic loss in the core subject areas of English Language Arts, Math, Science and Social Studies.
- Middle School: Classes for academic loss or retention/promotion in the core subject areas of English Language Arts, Math, Science and Social Studies.
- High School: Classes for credit recovery in the core subject areas of English Language Arts, Math, Science and Social Studies.

## **PROBATION**

### **Teacher**

All newly hired teachers shall serve a probationary period for 8 quarters. This may be extended for an additional 4 quarters if deemed necessary by the building administrator or their evaluator and approved by the board.

### **Non-Exempt Hourly Employees**

Non-Exempt Hourly Employees will serve a probationary period of 60 working days. By mutual agreement between the employee and their supervisor, this may be extended to 90 working days, if the employee receives a less than satisfactory evaluation during the employee’s initial 60 working days probationary period.

## **TEACHER ACTION PLAN**

1. An Action Plan can be developed at any point during the school year.
2. The WI Department of Public Instruction has indicated that the Educator Effectiveness system can be used as one piece of data to inform local human resource decisions.
3. An action plan shall be based on objective (observable or measureable) evaluative information focusing on a performance deficiency or deficiencies and should be clearly defined and detailed in the plan.