

Board Policy

Code No. 410.1

GUEST TEACHERS

The Board recognizes the need for Guest teachers. Guest teachers shall be licensed to teach in Iowa.

It shall be the responsibility of the Office of Human Resources to maintain a list of guest teachers who may be called upon to replace regular contract licensed employees. Individuals whose names do not appear on this list will not be employed as a guest teacher without specific approval of the Superintendent. The Superintendent or designee has the right to remove the name of a guest teacher whose performance is deemed unsatisfactory.

Employees who work more than ten days, with one refusal of assignment per semester, will be paid at the next level. Pay will revert to the previous level if allowable refusals are exceeded. Extended guest teacher assignments are defined as nine weeks or more for the same teacher, but less than a full year assignment. Extended assignments will be paid at the appropriate level on the salary schedule and five sick days will be given. Should a short-term assignment become an extended assignment, the higher rate of pay will be retroactive to the first day of the assignment.

Guest teachers will be paid at a rate set by the Board on a yearly basis. Guest teachers are expected to perform the same duties as the regular teachers and to follow the guidelines of the Guest Teacher Handbook.

Legal Reference: Iowa Association of School Boards v. PERB, 400 N.W.2d 571 (Iowa 1987).
Iowa Code §§ 20.1, .4(5), .9; Ch.272 (2009).
281 I.A.C. 12.4.

Cross Reference: 405.1 Licensed Employee Defined
405.2 Licensed Employee Qualifications, Recruitment, Selection

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