**Board Memo**

**DATE:** 3/1/2024

**AGENDA ITEM DETAILS:**

**School/Department**

Human Resources

**Product Vendor or Grant Issuer**

Kentucky Department of Education/Educational Professional Standards Board

**Product or Grant Name**

Emergency Certified Substitute Teachers for the 2024-2025 School Year

**Date/Term (Beginning and End Dates/Year)**

July 1, 2024

**APPLICABLE BOARD POLICY & STRATEGIC PLAN GOAL:**

03.11 Hiring: Qualifications; 03.4 Substitute Teachers: Substitute List; Strategic Plan Goal 2A

**DESCRIBE USE OF CONTRACT/PURCHASE/AGREEMENT**

It is recommended that the Boone County Board of Education approve the District’s ability to hire emergency certified substitute teachers for the 2024-2025 school year as presented.

The Kentucky Department of Education requires the District to obtain Board approval on an annual basis to utilize emergency certified substitute teachers by presenting the following statement for approval: “The Board of Education authorizes the Superintendent to employ teachers or substitute teachers with emergency or adjunct instructor certification when no qualified teachers have applied for vacant positions”.

The District follows the Education Professional Standards Board (EPSB) requirement when hiring emergency certified substitute teachers to possess a minimum of 64 college credits with a minimum GPA of 2.5. Of the District’s 510 substitute teachers, 250 are employed on an emergency certified basis. Continuing the ability to employ emergency certified substitutes is necessary as the supply of substitute teacher applicants holding a teaching certificate does not meet the demand of the District.

There are no costs incurred by the District if the use of emergency certified substitute teachers is approved.

**FUNDING FOR PURCHASES AND OTHER REQUESTS:**

**Total Cost**

No budgetary Impact

**Funding Source**

Not Applicable

**\*If more than one funding source, list below along with amount or percent for each source**

Click or tap here to enter text.

**IF THIS IS A GRANT, ENTER AMOUNT TO BE AWARDED:**

Click or tap here to enter text.

**RECOMMENDATION:**

It is recommended that the Board approve the utilization of emergency certified substitute teachers for the 2024-2025 school year.

**CONTACT PERSON: (submitter)**

Eric Ball, Director of Human Resources