

SERVICE: Certificated Supervisory, Management,
And Others
ISSUED BY: Pers. Research (7-27-04)
REPLACES: New
REFERENCE: Administrative Regulation (AR) 4210

ELECTION OF ELIGIBLE
SUBSTITUTES TO QUALIFYING OR
PROBATIONARY STATUS

This guide applies to certificated management and other employees, including supervisory employees represented by AALA, and contains provisions that are not subject to collective bargaining.

1. Election of Eligible Substitutes to Qualifying or Probationary Status (AR 4210).

- a. A current eligible substitute employee shall be given preference for continuation in such status and for conversion to qualifying or probationary status in the same class as that to which elected as an eligible substitute, without qualifying through a subsequent reexamination under the conditions set forth below:
 1. The employee must have been actively assigned as an eligible substitute for at least a continuous five-calendar-month period, and
 2. The employee must not have any weak or unsatisfactory evaluation in such assignment.

The rank order of an eligible substitute employee for conversion shall be determined by his or her original date of assignment as an eligible substitute in the class.