

To: Board of Education

From: Margo Empen, Superintendent

Subject: Action Item, Approve the Permanent Substitute Job Description – March 18, 2026

PROPOSED MOTION BY THE BOARD OF EDUCATION

That the Board approves the permanent substitute job description, as presented.

Moved by _____; Seconded by _____

| YEA | NAY | YEA | NAY |
|--------------------------|------|------------------------|------|
| ____ David Fritts | ____ | ____ Kathleen Schaefer | ____ |
| ____ Melissa Gates | ____ | ____ Jon Wadsworth | ____ |
| ____ Linda LeBlanc-Parks | ____ | ____ Linda Wegner | ____ |
| ____ Brandon Rogers | ____ | | |

Background: Attached is a job description for a permanent substitute teacher in the district.