

**Contracted Services through *Smartschoolsplus* (non-Kyrene employee):****Certified Substitute:**

A certified substitute fills in during the absence of certified staff employees to cover classroom teaching and supervision.

**Requirements:**

A valid ADE certificate and valid DPS fingerprint clearance card

**Long Term/Planning Substitute:**

A long term planning substitute position may require lesson planning, grading and attending required meetings including, but not limited to, grade level meetings, parent meetings/conferences, school staff meetings and other meetings/evening obligations as determined by the site administrator. Daily compensation is paid at a higher rate, commensurate with additional responsibilities.

**Requirements:**

Valid ADE certificate and valid DPS fingerprint clearance card

**Support Substitute:**

A support substitute fills in during the absence of support (Education Support Professional) staff.

**Requirements:**

A valid DPS fingerprint clearance card. Health Assistant substitutes must also hold current CPR and first aid certificates.

**Retired KSD Teacher Substitute:**

A certified Kyrene teacher or administrator who retired through the Arizona State Retirement System [ASRS] at the conclusion of his/her Kyrene contract.