

SUBSTITUTE TEACHERS AND OTHER SUPPORT STAFF

The Board recognizes that substitute personnel perform an important role in supporting continuity of student learning in the event of absence, resignation, inability to employ, or termination of a regularly employed certified employee. It is the Board's desire to employ appropriately certified persons, if available, for substitute teaching positions, educational specialist positions and other support staff positions.

A certified teacher or educational specialist may serve as a substitute in the classroom with no time limit, provided that his/her teaching certificate bears an endorsement for the grade and subject being taught, or his/her educational specialist certificate is appropriate to the employment.

The Superintendent may request a waiver from the Commissioner if finding candidates that meet the eligibility criteria is difficult.

Any classroom substitute serving on a short-term basis (less than six consecutive weeks) in any teaching assignment must have at least a high school diploma. The Board may approve more stringent standards at its discretion.

All applicants for substitute positions must obtain a Criminal Background Check approval, based on fingerprinting, in accordance with Maine Department of Education rules and processes before they are assigned to any school substitute position.

The Superintendent will be responsible for recommending to the Board, for its approval, minimum education standards for substitute teachers, and schedule of compensation for both long-term and short-term substitute teachers and educational specialists, as well as other support staff positions.

Substitute compensation will be reviewed as recommended by the Superintendent or annually.

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Legal Reference: 20-A MRS § 13001-A; 13402(3)
26 MRS § 664
Dept. of Educ. Rule Ch. 115(9)

SUBSTITUTE PAY

Substitutes are paid an hourly rate as follows:

Classroom substitutes at \$15.00 per hour (until long-term status after 10 days for teachers only, per diem based on minimum salary teacher pay as determined by the State).

All other support staff positions will be placed on the appropriate salary scale, based on experience, per the Collective Bargaining Agreement in place at the time of hire.

First Reading:	September 13, 2021
Second Reading/Adoption:	October 12, 2021
Review and Update:	October 11, 2022