

SUBSTITUTE TEACHERS AND EDUCATIONAL SPECIALISTS

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, when available, for substitute teacher teaching and educational specialist positions.

A certified teacher or educational specialist may serve as a substitute 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 as waiver from the Commissioner if finding candidates that meet the eligibility criteria is difficult.

Any 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 teaching 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 a school.

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.

Compensation

Substitute teachers will be compensated according to a schedule approved by the Board and reviewed upon recommendations by the Superintendent, except that substitute teachers holding certification and who are employed in the assignment for more than 10 consecutive days will be compensated at the rate equal to the first step of the teachers' salary scale for the degree that they have obtained, beginning with the 11th day. Substitute teachers are not eligible for health insurance or other fringe benefits.

26 MRSA 26 MRSA §664
Dept. of Educ. Rule Ch. 115(9)

Adopted: October 7, 1974
Revised: July 12, 1999; May 6, 2013; November 14, 2019