

## **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, if 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 a 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.

Substitute compensation will be reviewed as recommended by the Superintendent or upon request of the Board.

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

Approved: May 6, 2019