

Maine School Superintendents Association  
49 Community Drive  
Augusta, ME 04330  
(207) 622-3473

TO: Superintendents and Assistant Superintendents

FROM: Patricia Hopkins, President – MSSA  
Eileen King, Executive Director

DATE: July 18, 2023

RE: Employing Professional Staff after August 1 and During the School Year

Below is the MSSA Advisory Statement on Employing Professional Staff After August 1 and During the School Year.

Maine School Superintendents Association recognizes the pressures felt by local superintendents when filling professional staff vacancies in the weeks immediately preceding the opening of school and during the school year itself. All superintendents strive to have a full complement of highly qualified staff in place for the first day of school and throughout the school year.

When considering a candidate who is currently employed in another Maine school system after August 1 or after the start of the school year, superintendents must proceed with great care. Superintendents have a professional obligation to honor the notice period should they wish to hire during the time period in question. In this way, the district which is losing the staff member will have an opportunity to plan for an orderly transition with as little disruption as possible to student learning. Superintendents are encouraged to confer directly in such situations in order to ensure a smooth transition. Direct recruitment of contracted personnel is strongly discouraged.

MSSA requests that all superintendents adhere to the notice requirement. It is the best means available to ensure that no system is left unexpectedly with an unfilled professional staff position for the opening of school or once the year has begun.

-Approved by the MSSA Executive Committee  
12/18/98