

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/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 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.

[NOTE: "Processes" refers to Maine's NEO system.]

The Superintendent will be responsible for recommending to the Board, for its approval, minimum education **[For CTE programs: and experience]** 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

[NOTE: 20-A MRSA § 13402(3) still sets the minimum compensation at "not less than \$30 for each day of service." However, Boards should be aware that under Maine's current minimum wage law, 26 MRSA § 664, for 2018, the minimum wage is \$10.00 per hour, but changes to \$11.00 per hour effective January 1, 2019, then to \$12.00 per hour effective January 1, 2020, and then increases by cost of living each year beginning January 1, 2021.]

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