

REGIONAL SCHOOL UNIT No. 67

SUBSTITUTE TEACHERS

The R.S.U. No. 67 Board of Directors acknowledges that substitute teachers may serve on a day-to-day basis to fill short-term classroom teaching or instructional vacancies caused by the absence, resignation, inability to employ or termination of a certified teacher or educational specialist.

The Superintendent shall be responsible for developing and implementing procedures for recruiting, screening, hiring, and assignment of substitute personnel and for maintaining a roster of approved substitute personnel.

The building principal/designee will be responsible for obtaining substitutes from this roster.

The Board believes that substitute teachers should be expected to provide educational services as well as student supervision and, to that end, should be supported in the role by building administrators and school staff.

Qualifications

- A. All substitute teachers shall be approved by the Maine Department of Education.
- B. Certified teachers may substitute outside the scope of their certification for not more than 90 teaching days in any one teaching assignment.
- C. Persons having two or more years of college preparation may serve as substitute teachers for not more than 60 teaching days in any one teaching assignment.
- D. Only in cases of emergency may a person with less than two years of college preparation who has graduated from high school serve as a substitute teacher, and such assignment shall not exceed 10 teaching days.
- E. Teaching days shall include consecutive and non-consecutive days in the same teaching assignment during a school year.

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Continuity

In filling temporary vacancies, effort should be made to secure substitutes who are certified and experienced in the grade or subject area of the teacher who is absent.

Whenever practicable, the continuity of student educational programming should be maintained by engaging a single substitute for the full period of absence of any one teacher and by calling back the same substitute to serve in a classroom where he/she has already performed successfully during the school year.

Compensation

The R.S.U. No. 67 Board of Directors shall set the daily rate of pay for substitute teachers.

Legal Reference: 20-A M.R.S.A. § 13402(3)
Chapter 115 § 13 (Maine Department of Education Rules)

Adopted: April 16, 2008