

SUBSTITUTE TEACHERS

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.

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 *(except when assigned to a vocational center or region)*.
- E. *A high school graduate with two or more years of trade experience may serve as a substitute teacher in a vocational center or region for not more than 60 teaching days in any one teaching assignment.)**
- F. Teaching days shall include consecutive and non-consecutive days in the same teaching assignment during a school year.

Compensation

Substitute teachers must be compensated at the rate of not less than \$30.00 for each day of service. The amount paid to substitute teachers will be determined by the School Board.

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

Adopted: October 21, 1976

MSMA SAMPLE POLICY

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- E. ***A high school graduate with two or more years of trade experience may serve as a substitute teacher in a vocational center or region for not more than 60 teaching days in any one teaching assignment.)****
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Revised: _____

**Language in bold italics applies only to school units that have vocational centers or to vocational regions.*

SACO SCHOOL DEPARTMENT