

SUBSTITUTE TEACHERS AND EDUCATIONAL SPECIALISTS

The Lisbon School Committee 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 Committee's desire to employ appropriately certified persons, if available, for substitute teacher teaching and educational specialist positions.

A certified teacher or educational specialist may service as a substitute with no time limit, provided that his/her teaching certificate bears and endorsement for the grade and subject being taught, or his/her educational specialist certificate is appropriate for 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 School Committee 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 process before they are assigned to a school.

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

- A. State Law: Substitute teachers with four (4) years of study beyond the high school and with a bachelor's degree and in possession of a standard teacher's certificate and substitute teachers who have retired after a minimum of fifteen (15) years of teaching will be compensated at the rate of not less than \$30.00 for each day of service. Title 20A, MRSA Section 13402
- B. Substitute teachers for Lisbon School Department will be paid at the following rates:
 - 1. Certified Teacher or Nurse \$110.00 Day
 - 2. BS/BA Degree \$100.00 Day
 - 3. Non-Degree Substitute \$88.00 Day
- C. On the eleventh consecutive day and all succeeding days of substituting for any one teacher, the certified substitute teacher will be paid at the per diem rate of pay of Step 0 on the Bachelor salary scale, in accordance with the negotiated salary schedule.

- D. When substituting for an Educational Technician I, II, or III, the substitute will not be paid more than the individual for whom s/he is substituting.

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

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