

POLICY Substitute Teacher Employment

Code GCE

Short-term substitute teachers will be paid minimum wage up to 7 hours per day.

Long-Term Substitute Teachers:

After ten (10) consecutive days in the same job assignment, a substitute teacher will receive per diem pay based on 100% of the base amount listed on the current salary scale provided he/she is fully certified in Maine in the subject area or level where he/she has been substituting.

Certified teachers who are hired specifically to fill long-term vacancies shall be paid 100% of base amount listed on the current salary schedule effective on the first day. In extenuating circumstances, the Superintendent is authorized to hire a certified teacher, who is hired specifically to fill a long-term vacancy, at a rate higher than the base amount listed in the current salary schedule effective on the first day. The higher rate will not exceed the number of years of teaching experience the individual has accumulated.

After ten (10) consecutive days in the same job assignment, a substitute teacher not certified in Maine will receive per diem pay based on 66.7% of the base amount listed on the current salary schedule provided he/she have earned either an undergraduate or graduate degree or is certified in another state in the appropriate subject area or level.

A long-term substitute teacher who is not certified in Maine and is not certified in the subject area or level where he/she has been substituting, but who have earned either a two year or three-year Associate Degree will receive per diem pay based on 50% of the base amount listed on the current salary schedule.

In either event, the long-term substitute teacher will not be eligible for any fringe benefits available to the regularly employed teaching staff. The per diem rate based on a percentage of the salary schedule will continue only as long as the long-term substitute teacher stays in the same job assignment. Otherwise, the substitute pay will revert to the short-term payment schedule listed above.

Legal Ref: _____

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