

SUBSTITUTE PROFESSIONAL STAFF EMPLOYMENT

The North Middlesex Regional School District will employ as substitute teachers, to the extent possible, persons who meet the requirements for teacher appointments and will assign teachers substitute teaching positions on the basis of their areas of competence. When the supply of potential substitutes in a particular subject area is too limited to meet school department needs, there will be active recruitment for substitutes in those areas. All substitute teachers will be expected to provide educational services, rather than to assume merely a student-supervisory role. They will be provided with as much support as possible by building administrators and teachers.

The North Middlesex Regional School Committee will set the daily rate of pay for substitute teachers. There are three different categories of substitute teachers and nurses whom the district will employ:

1. Short term substitute teachers and nurses: Substitutes who teach a particular class for 30 days or less and are paid the daily rate.
2. Long term substitute teachers and nurses: Substitutes who teach a particular class for more than 30 days and are paid the daily rate for the first 30 days will then be paid at the lowest teacher step (**Bachelors Step 1/Masters Step 1**) for the remainder of the assignment, **provided they are licensed by the Massachusetts Department of Elementary & Secondary Education. Long term substitute teachers and nurses who are continuously employed (no more than 30 calendar days between long term assignments) will maintain their compensation even if they change positions.**
3. Long term permanent substitute teachers and nurses: Substitutes who are hired for a full school year and will be paid at the lowest teacher step from the first day of the assignment, **provided they are licensed by the Massachusetts Department of Elementary & Secondary Education.** Only long-term permanent substitutes shall be offered benefits.

All long-term substitutes shall be approved by the superintendent.

Source: MASC