



Substitute Teachers School Board Workshop 12/12/2017

Substitute/Absent Management System

eSchools Solutions, a PeopleAdmin Company

- **Substitute/Absent Reporting Management System**
 - Current system = Smart Find
 - Teachers report absences into System
 - Substitute teachers review and accept assignments
 - Schools review data: absences, substitute assigned
 - Access available via phone or internet
- **Current On-premise System has been in place for 20+ years**
 - Current pricing: \$37,735.36
 - Contract expires June 2018
 - Servers are no longer supported because they are outdated
- **Industry standard is a cloud-based, hosted environment**
 - eSchools is requiring SBBC to migrate to the cloud to renew contract
 - Cost that similar sized districts have paid to migrate to the cloud:
\$103,000 - 159,000/year
 - Broward's Cost: **\$75,000/year** until June 2021 an increase of \$37,264.64



Substitute Management System

Options if Contract is not Renewed

1. Schools create a Process for Absence Reporting & Substitute Assignment

- Each school would have a designated person that teachers will contact when absent. Designee would secure substitute teachers.

2. Choose another Provider

- Complete system implementation versus a system upgrade
- Change Management Plan
 - Update Training materials
 - In-service for all users – schools, teachers, substitutes, education support professional



Overview

REQUIREMENTS FOR BECOMING A SUBSTITUTE TEACHER



Becoming A Substitute Teacher with BCPS



Meet Minimum Education Requirement of 60 College Credits



Apply for a Substitute Orientation/On-boarding Session (offered twice per month)



Complete an on-line application and upload the required documents



Complete fingerprinting process



Attend Orientation & bring required employment documents (i.e. SS Card, identification, etc.)



Note: Schools may request that an applicant be expedited. Expedited requests are processed within 5 days.

Becoming a Substitute Teacher with BCPS Delays in Processing

- Candidate does not complete/submit the application
- Candidate does not provide required documentation
- Fingerprinting clearance delays
- Timing of Orientation sessions (two sessions offered per month)
- Turnaround time for new-hire paperwork processing
- Staffing Resources



Substitute Teacher Pool

School Year	New Substitutes Cleared	Total Active Substitutes	Substitutes Requested	Sub Request Unfilled	Percentage Filled
2014-15	1,159	4,617	274,170	20,587	92.5%
2015-16	1,662	4,161	291,912	42,577	85.4%
2016-17	1,680	4,207	334,290	66,608	80.1%

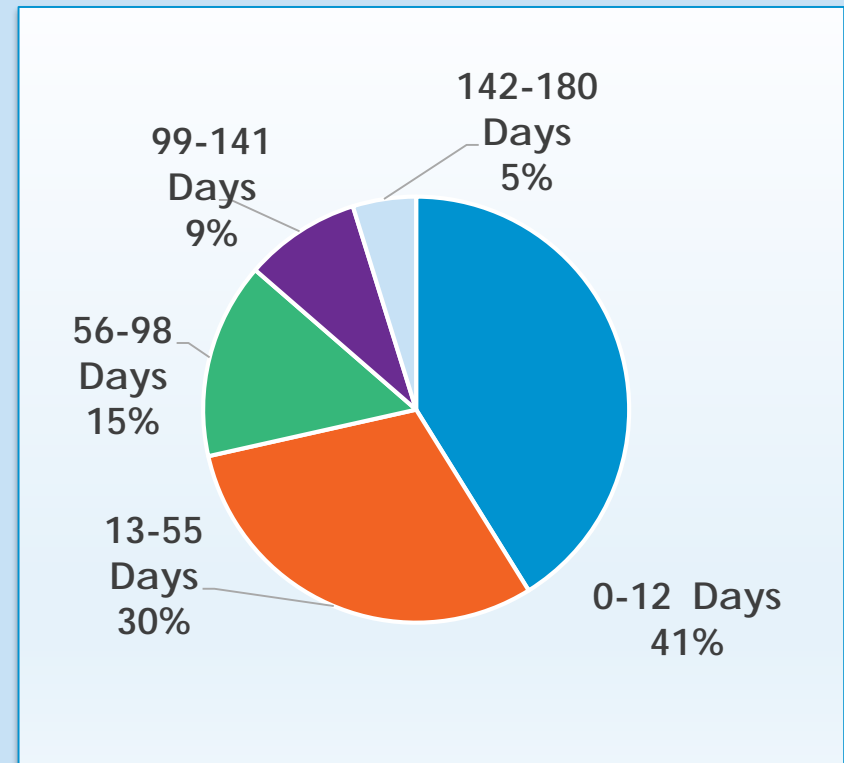
- Substitute pool has stayed consistent; however, we are experiencing a decrease in fill rate
- Broward County's Unemployment rate has decreased to 3.3%
- Substitute pool is transient
- Substitute teaching is temporary work



Substitute Teacher Pool

2016-17 School Year

- 4,207 substitutes on the active list
 - 1,680 new to the list
- 1,797 is the daily average request for a substitute teacher
- In order to meet the daily substitute requests, each substitute must work approximately 80 days
 - Only 21% of the substitute pool works 80 or more days



What principals have to say when a position goes unfilled?

What happens when a substitute request is not filled?

- Students are re-distributed to other classes.
- Classrooms need to be combined and moved to larger area (i.e. gym, media center, etc.) .
- Teachers are recalled from attending Staff Development.
- Teachers have to cover the open class during their planning period
- Administrators, Literacy Coaches, Other non-teachers have to cover classes.

What impact does unfilled substitute requests have on the school and students?

- Disruption to the continuity of instruction / student routines.
- Increased potential for safety issues arise (i.e. evacuation drills).
- Creates scenarios of inadequate supervision / increase in disciplinary issues concerns.
- Increase in attendance errors.

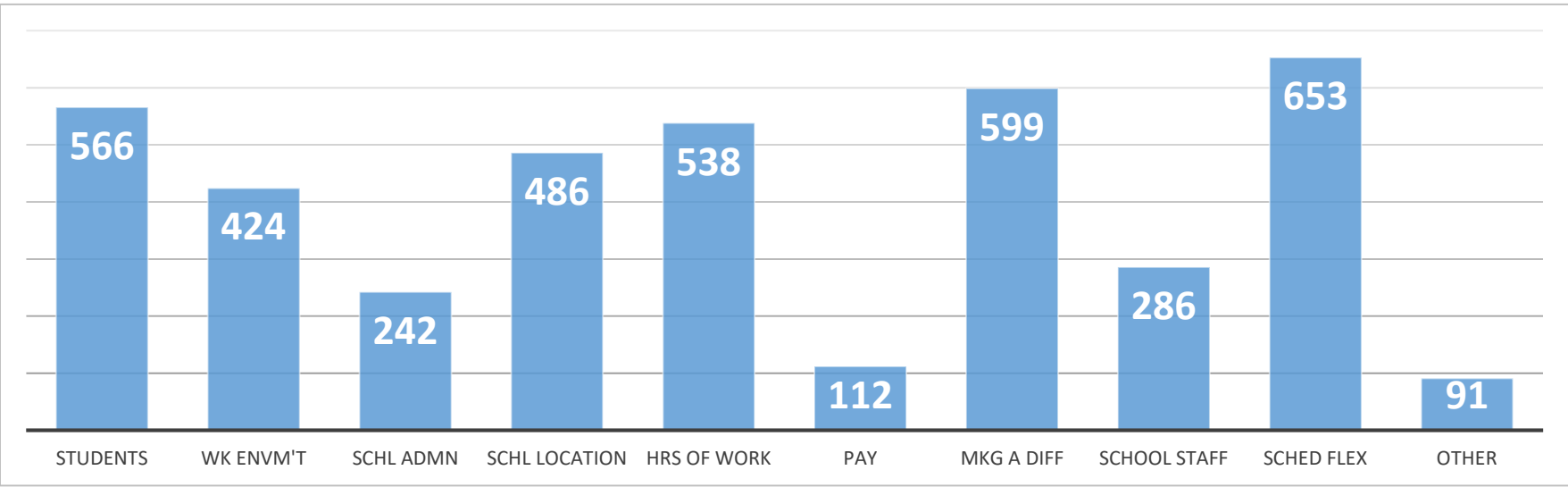
What substitutes have to say about working for SBBC?

Survey Question	Strongly Agree	Somewhat Agree	Neutral	Somewhat Disagree	Strongly Disagree
Indicate your level of agreement with the statement: “I have the resources I need to do my job well”	57.15%	28.88%	7.46%	4.38%	2.13%
Indicate your level of agreement with the statement: “The necessary information systems are in place and accessible for me to get my job done”	52.08%	32.78%	8.99%	4.26%	1.89%
Indicate your level of agreement with the statement: “School Administrators are helpful in answering my questions or concerns”	55.86%	29.66%	8.90%	3.68%	1.90%
Indicate your level of agreement with the statement: “I am paid fairly for the work I do”	6.27%	14.10%	11.97%	22.87%	44.79%
Indicate your level of agreement with the statement: “My salary is competitive with similar jobs I might find elsewhere”	4.87%	11.15%	14.83%	25.62%	43.53%

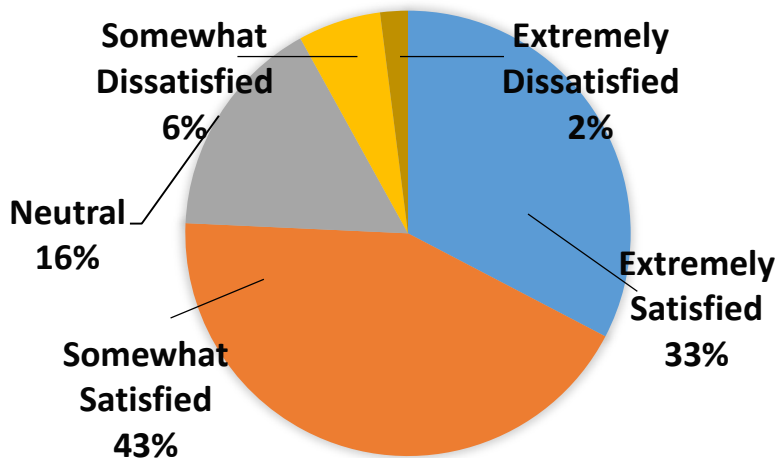


Employee Engagement Survey Substitute Teacher

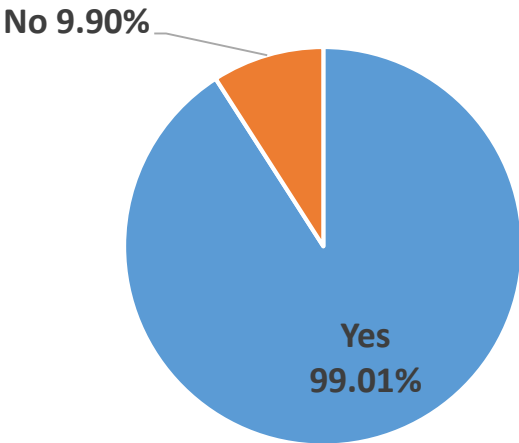
Which factors contributed to your decision to accept employment with Broward Schools?



Overall, how satisfied are you with BCPS as an Employer?



Would you recommend Broward County Public Schools as a good place to work?



Sub Orientation Survey

	Agree	Disagree
The process to become a substitute teacher was easy to complete	80.2%	19.8%
The orientation provided necessary information to become a substitute teacher	93.4%	6.6%
The Substitute Teacher Handbook provided at the orientation is valuable tool?	96.7%	2.2%
I gained confidence in implementing the skill necessary substitute teacher as a result of the orientation.	99.0%	1.0%

Substitute Teacher Compensation

- Substitute teachers have not had a pay increase in the last 9 years. The last increase was in 2008. Current Substitute Teachers in Broward County Earn \$11.27 Per Hour
- **Internally**, substitute teacher pay is positioned near the lower end of the spectrum when compared to other temporary job classifications within the District.
- **Externally**, Broward County has fallen below the substitute teacher market when compared to other school districts.
- Upgrades to the compensation structure and creative staffing solutions are required to attract and retain substitute teachers.



Substitute Teacher Compensation

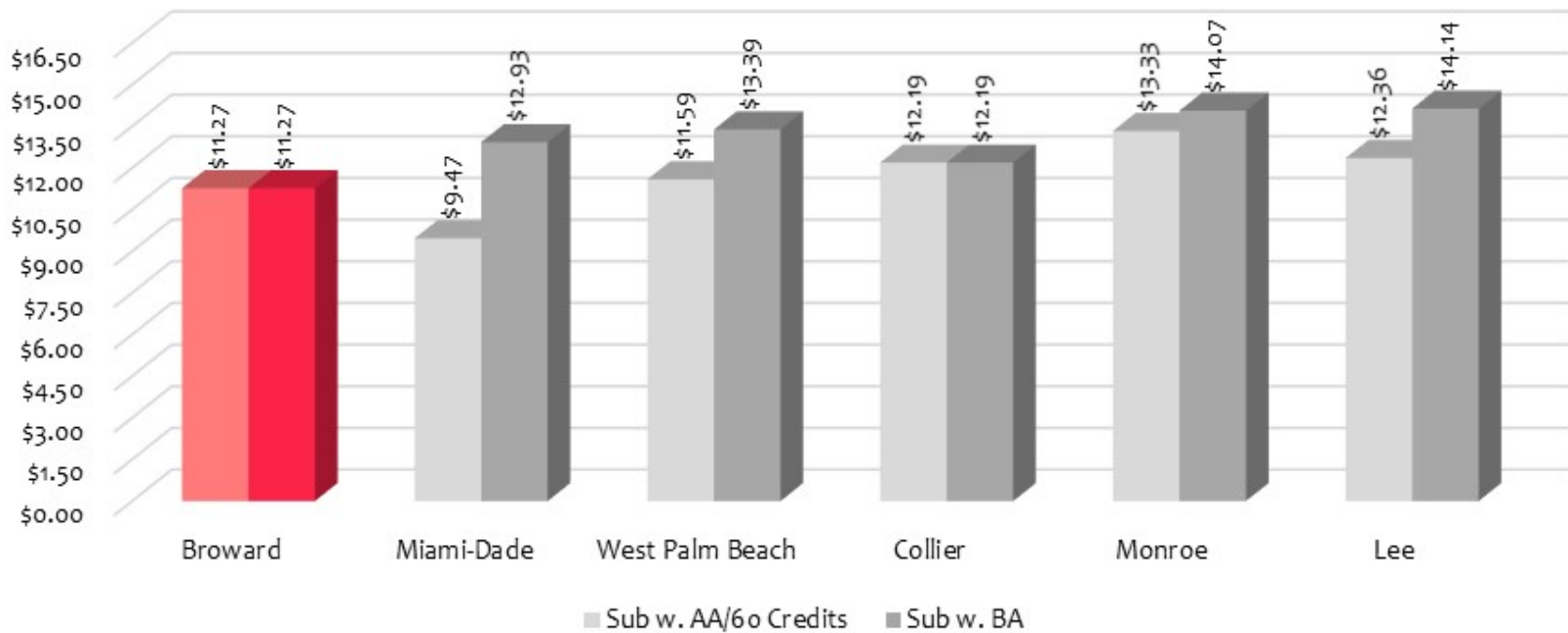
Type of Substitute	Requirements/Comments	Hourly	Daily Based on 7.5 Hours
Daily Substitute	Minimum 60 Credit hours of college course work	\$11.27	\$84.53
Pool Substitute Teacher	Guaranteed work every day. Must be recommended by principal	\$12.67	\$95.03



Market Analysis: Substitute Teacher Pay Practices

Externally, Broward County has fallen below the substitute teacher market when compared to other school districts.

Substitute Teacher Compensation - Comparison w. Neighboring Districts



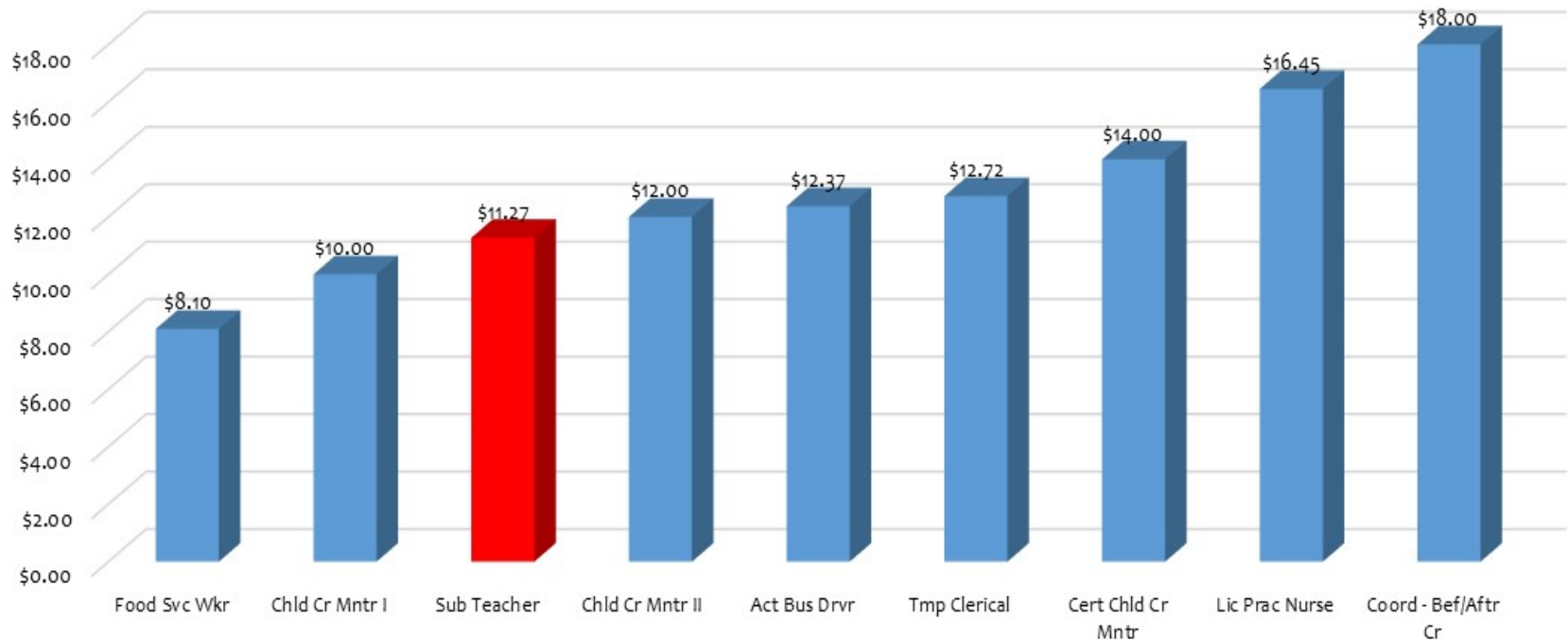
Note: Chart represents market comparison to BCPS' Regular Substitute Teacher Rate.

Internal Pay Practices

BCPS Temporary Job Classifications

Internally, substitute teacher pay is positioned near the lower end of the spectrum when compared to other temporary job classifications within the District.

Distribution of Pay - BCPS Temporary Job Classifications



Note: Chart represents market comparison to BCPS' Regular Substitute Teacher Rate.



Discussion Topics

- Contract for Substitute Teacher Management
- Requirements for becoming a substitute teacher (college courses, references)
- Mandatory Substitute Orientation
- Competitive Pay Rates
- Substitute Management Partner





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