



Board Meeting Date: 9/11/2023

Title: Substitute Teacher Fill Rates

Type: Discussion

Presenter(s): Sonya Sailer, Director of Human Resources

Description: To better attract substitute teachers to work in our school district, the Edina School Board approved the administration's request to increase daily and building teacher substitute rates last winter. A district's ability to hire enough substitute teachers to replace its absent teachers is referred to as its "fill rate," which equates to the percentage of teacher absences that were covered by a substitute teacher. At the time of the administration's request last December, the school district's fill rate averaged 63%. Following the Board's approval of the new rates, our district's fill rate averaged 73% in January, 67% in February, 79% in March, 82% in April, and 86% in May.

Our school district continues to experience its largest number of absences on Fridays. Beginning last winter, the Board approved the administration's request to offer a \$200/day incentive rate on Fridays. At that time, the district's fill rate on Fridays averaged 52%. The Friday fill rate increased to 83.44% during the last three months of the 2022-2023 school year. As a result, the administration plans to continue the Friday incentive rate this school year.

The building principals and representatives from human resources engaged in an IROD analysis for collaborative decision-making earlier this summer around substitute coverage. The result was to increase the number of building substitutes at each school building by one to add additional support for unexpected absences. The assignment priority for building substitutes is to: 1) cover unfilled teacher absences; 2) cover vacant special education paraprofessional positions; 3) cover unfilled special education paraprofessional absences; 4) cover other unmet student supervision and assistance needs in the building; and 5) contact human resources to seek reassignment to another building with greater needs. The system is working well thus far with a 100% fill rate through the date of this report (after the first five student days of this year).

An analysis of our surrounding school districts shows that our substitute teacher rates remain competitive as of today. EPS provides \$175/day for a daily substitute (\$200/day on Fridays) and \$200/day for a building substitute. Maintaining a competitive substitute rate is important not only for the district's fill rate, but also to stabilize coverage costs.

Recommendation: Review this information and prepare any questions.

Desired Outcome(s) from the Board: Review, discuss, and provide any feedback.

Attachment(s): None