



**Dr. Gregory C. Nelson,  
Assistant Superintendent**

Human Resources Department  
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From the Office of the Assistant Superintendent

8/8/2019

Board of Trustees  
Ector County Independent School District  
802 N. Sam Houston Ave.  
Odessa, Texas 79761

Board of Trustees:

The Ector County ISD Human Resources Department is committed to supporting ECISD goals by improving our work to retain current employees and to increase the pool of available substitute, part-time, and full-time candidates by utilizing more effective techniques and strategies. The following recommendations are presented to assist in this endeavor:

- I. It is recommended that ECISD add a position titled “Visiting Teacher” or VT. This special classification of a full-time employee is reserved for International and other viable teaching candidates including Odessa Pathway Apprentices who are not eligible for either a standard, one-year (\$230.113), intern (\$230.36), probationary (\$230.37), emergency (\$230.73), or visiting international teacher (\$230.41) certification. In addition, the district permit (\$21.055) is acceptable when appropriate. Eligible candidates must be in the process of obtaining certification with the plan documented in the HR office. Once eligible for a teaching certificate or permit, VTs will be considered for hire as regular, full-time teachers.

Requirements:

- Bachelor’s Degree
- Specific strength in the content area

Employment:

- At-will
- Full-time
- Salary - \$45,200 plus benefits
- Listed on Substitute Pay Plan

Comparisons:

- Teacher at year 1 on Salary scale including benefits - \$62,727.20  
Teacher at year 10 on Salary scale including benefits - \$68,879.50



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- II. District Leadership is recommending the following general substitute pay increases of approximately 4% as per below:

Ector County ISD Human Resources Department  
Recommended Substitute Compensation Plan 2019-2020

Service Status	Beginning 2018-2019	January 2019 Adjustment	2019-2020 Recommended +4%
Non-certified Substitute	\$85.00	\$100.00	\$104.00
Certified Substitute	\$100.00	\$120.00	\$125.00
Para-Professional Substitutes	\$8.91 per hour	\$9.30 per hour	\$9.30 per hour
Staff Development Days, No Students	N/A	LTS Rate	LTS Rate
Long-Term (Non-certified)	\$170.00	\$190.00	\$197.60
Long-Term (Certified)	\$190.00	\$220.00	\$228.80
Proximity Facilitator Substitute	N/A	\$165.00	\$170.00

- III. Finally, last year we recommended and received approval to reduce the number of core academic college hours needed to sub from 45 to 30. The total required hours of college coursework remained at 45.

At this time, we are recommending reducing the minimum requirement to substitute as a regular substitute (not a long-term substitute) to a high school diploma and the general requirements for an employee. The requirements for a long-term substitute would remain as 45 total college hours and 30 core academic college hours.

Thank you for your consideration of these requests.

Sincerely,

Gregory C. Nelson, Ed. D