



# Oak Park Elementary School District 97

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TO: Dr. Carol Kelley, Superintendent of Schools Board of Education

FROM: Laurie Campbell, Assistant Superintendent for Human Resources  
Gina Herrmann, Senior Director of Human Resources

RE: New Pay Rates for Substitute Teaching Assistants, Custodial Substitutes, and Lunchroom Workers

DATE: July 16, 2019

District 97 employs temporary, at-will staff as custodial substitutes, playground supervisor, substitute teaching assistants, and lunchroom workers. This group of employees are not affiliated with any union/labor group and do not receive fringe benefits. The administration is recommending new pay rates for each group of employees effective upon approval by the Board of Education. Below please find information regarding the rationale for each rate change.

- Custodial substitutes are assigned to cover cleaning shifts for absent custodians. Custodial substitutes may be assigned to long-term or short-term absences at any of the eleven District 97 sites. The current rate of pay for custodial substitutes is \$12.00 per hour. The District has difficulty recruiting and retaining high quality custodial substitutes. The administration is recommending that the rate be increased to \$13.00 per hour. According to the Illinois Department of Labor, the 2015 Cook County prevailing wage rate for regular first year janitorial staff is \$13.35 per hour. The rate of \$13.00 per hour is also less than the starting rate established in the Board's 2015-2020 Collective Bargaining Agreement with the Service Employees International Union. This represents an increase of 8.3%.
- Playground supervisors are hired to help maintain a safe and orderly environment on the playground during lunchtime. District 97 teachers generally provide supervision, but there are situations when additional supervision is required. The current rate of pay for playground supervisors is \$11.00 per hour. The administration is recommending that the rate be increased to \$11.25 per hour. This represents an increase of 2.27%.
- Substitute teaching assistants cover absences for the teaching assistants employed by District 97. The District has difficulty filling the positions when teaching assistants are absent. When a position goes unfilled, other staff members are required to cover and/or the assistance in the classroom is simply not available on that day thus hindering student learning. The current rate of pay for substitute teaching assistants is \$45 per half day and \$90 per full day. District 97 collected data on the rate of pay for substitute teaching assistants in suburban school districts. The administration is recommending an increased rate of \$50 per half day and \$100 per full day. This increase will help recruit additional substitute teaching assistants and retain currently employed substitute teaching assistants. This will ultimately remove the negative impact felt at buildings due

to unfilled positions. The administration will continue to monitor fill rates for teaching assistants once the change in pay has taken effect. This represents an 11% increase.

- There are three different levels of workers responsible for food service at District 97 school. Lunchroom Worker I is considered an entry level position. Typically, a Lunchroom Worker I will advance to a Lunchroom Worker II, or higher paying position. The current rate of pay for Lunchroom Worker I is \$11.00 per hour. The administration is recommending that the rate be increased to \$11.50 per hour. District 97 Food Service Coordinator, Ms. Carla Ellis, has difficulty filling the vacant Lunchroom Worker 1 positions. Staff employed as Lunchroom Worker 1 serve food and provide a clean eating environment for the students. According to the Illinois Department of Labor, the 2014 prevailing wage rate in Cook County for a regular first year food service worker was \$10.67 with a wage increase to \$11.07/hour after 3 months of service and \$11.47/hour after 6 months of service. This represents an increase of 4.5%.