



Oak Park Elementary School District 97

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

FROM: Laura Campbell, Assistant Superintendent Human Resources

SUBJECT: **Transition to AESOP**

DATE: September 13, 2016

Type of report: Informational

District goals aligned with report: *Establish a Comprehensive System of Support for all D97 Staff*

Oak Park District 97 is using a service from Frontline Education called AESOP that greatly simplifies and streamlines the process of recording and managing absences and finding substitutes. The Frontline Absence & Time solution will be available to all D97 staff 24 hours a day, 7 days a week and can be accessed via internet and phone.

As of August 29th, we have "gone live" with all absences being entered via the AESOP/Frontline system. Prior to our "go live" date, all staff were provided with their log-in and password so that they were able to familiarize themselves with the system. As well, staff were provided with online tutorials and materials on how to use the system.

While we may encounter a few unexpected hick-ups during this transition, we are confident that the staff will find the Frontline experience beneficial and enjoyable. At the district level, we will leverage AESOP to save labor cost and improve efficiency through its automated substitute placement service (*save hours of manual sub-calling*), and through working with our current business and HR processes to make them more efficient (*integrates with payroll, reduces need for approval forms, reduces risk of not covering classes, accelerates leave requests*). The AESOP system will also allow us to extract key data on staff attendance, substitute fill rates, and heavy substitute volume days.

The next step in the implementation process is to complete the integration with Alio, our finance and payroll system. The first step of this integration process is scheduled for Monday, September 12th.

If you have any questions, concerns, or comments, please let us know.