

Pleasantdale School District 107

Administrative Office • 7450 S. Wolf Road • Burr Ridge, IL 60527
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Having a cadre of highly qualified substitute teachers is a goal in all districts and especially in Pleasantdale. It allows students to have an uninterrupted school experience in the event of a teacher absence. In Pleasantdale, we have been fortunate to have a wonderful group of subs to serve in our classrooms. To retain our subs, it's important that we continue to be competitive when filling our day-to-day vacancies. For this reason, the administration is recommending an increase in the daily pay rate for our subs. This recommendation comes after twelve years of static pay for our substitute teacher. This recommendation has been informed by information we obtained during the substitute study we conducted in during the 2016-17 school year. This study included an analysis of the pay rates of neighboring districts as well as an review of thoughts shared by our substitute teachers.

During the 2016-17 school year, the administration distributed a survey to our current substitute teachers. The goal of this survey was to determine what factors play a role in substitutes taking our jobs and to use this information to help us entice subs to choose Pleasantdale schools over other districts. Of the 22 substitutes in our sub pool, ten substitutes responded. This is a 45% response rate. The survey focused on three main categories including:

- Experiences with the substitute assignment program, AESOP
- Experiences within our schools
- Recommendations on how we can encourage substitutes to take our jobs

Additionally, the survey included an open ended response which allowed respondents to provide us with additional information. Within these categories, it is clear that substitutes have positive experiences with AESOP and are able to navigate the system with ease. This comes as no surprise as AESOP is a standard program used by most districts. With regard to substitutes' experiences in our schools, we learned that, generally, the substitutes feel welcome in our schools and are treated with respect by staff and students. However, we also learned that, at times, substitutes do not have adequate lesson plans or seating charts left for them. Additionally, we can do a better job helping our substitutes to feel involved in school happenings. When asked what we can do to encourage substitutes to accept our jobs we found that, more than anything, substitutes desire professional training and access to the internet. Substitutes also told us that raffles and prizes would not act as incentives for them to accept our sub jobs. In the comments section, many of the substitutes also explained that substitutes have not received a rate increase in many years and explained that a rate increase would also help to raise our acceptance rate.

Based on the survey data and the analysis of other districts' pay rates, we are making some changes and recommendations. We seek to provide our substitutes with a half-day of professional development. At that time, we will help them to understand how to use the technology available in our schools (e.g. Promethean Boards, iPads, MacBooks, etc.). Additionally, we will continue the conversation with our substitutes to discover what other professional development will help them to do their jobs. We will also provide them with internet access via their personal devices (phones, tablets, laptops) and will have a

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computer dedicated to substitutes so they may, during lunch or a spare moment, check email or perform other online tasks.

Finally, we are recommending a substitute daily pay rate increase from \$100 to \$110. We believe that this modest increase will send a message to our substitutes that we respect them as professionals and the work they do. Additionally, it helps us to be quite competitive with our comparable districts (see table below). This rate increase contains only a 31 cent increase to our long-term substitute pay rate. This rate of \$200 per day would remain constant and would not increase from year-to-year as it has in the past.

District	Daily Rate	Long Term Rate
101	\$90 a day, \$96 after 15 days	After 15 days in same position \$149.25
102	\$100 a day, \$110 after 30 days	\$234/day beginning on the 11 th day in same position
103	\$100	Information unavailable
105	\$90 a day, \$110 after 30 days	BA \$231.87; MA \$261.98
106	\$95 a day, \$105 after 10 days	\$140 a day
LADSE	\$100	N/A
107 – current	\$100 a day	Per diem BA Step 1 = \$199.69
107 – proposed	\$110 a day	\$200 a day

Our substitute teachers are a valuable part of our school community, and we want to do all we can to ensure that they accept our jobs over those of neighboring districts. We believe that some simple changes, and the recommended pay increase, will allow us to be more competitive.

Main Takeaways:

- The district conducted a study on how to encourage substitute teachers to accept jobs in Pleasantdale over other districts. This study included surveying substitutes and analyzing pay rates from our comparable districts.
- The district has not raised substitute pay rates in 12 years.

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- The district will address this issue by providing substitutes with professional development and with a recommended rate increase from \$100 to \$110 per day.

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