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To: Oak Park Elementary School District 97 Board of Education  
Dr. Carol Kelley, Superintendent

From: Gina Herrmann, Senior Director of Human Resources

Cc: Felicia Turner-Starks, Associate Superintendent of Education

Date: July 14, 2020

Re: Permanent Substitutes

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Due to COVID-19, we predict a high number of teacher absences during the 2020-2021 school year. It is our priority to offer our students a high-quality educational experience each school year, and we recognize that teacher absences can negatively impact a student's educational experience. There has been a substitute teacher shortage for the past 4 years. In order to be proactive and to avoid a disconnect in learning for our students, we are recommending the District hire 26 permanent substitutes at \$180 per day (rate of pay for long-term substitutes). Permanent substitutes would attend all teacher institutes and remote planning days. They will be trained for delivery of instruction in a blended and remote learning environment and prepared to immediately cover for an educator in the event of illness. If a permanent substitute is not needed for a day, they will support teachers with small group instruction.

The allocation of the permanent substitutes is listed below.

School	Student Population	Permanent Substitutes
Beye	387	2
Hatch	358	2
Holmes	502	2
Irving	477	2
Lincoln	665	3
Longfellow	687	3
Mann	469	2
Whittier	475	2
Brooks	911	4
Julian	967	4



### **Cost**

Permanent substitutes will be compensated for 182 days at the rate of \$180 per day. The current rate of pay for day-to-day substitutes is \$110 per day and \$180 per day for long-term substitutes. The total cost of \$851,760 would be significantly offset by the cost we would pay for daily or long-term substitutes we would have to hire if we did not have permanent substitutes in place. We are recommending a high rate of pay for permanent substitutes due to the demand as many districts are employing permanent substitutes.

### **Annual Review**

The role and compensation of permanent substitutes will be reviewed on an annual basis and approved by the Board of Education prior to each school year.