

## Joint Task Force on Substitute Teachers

### Roadmap of Meeting Dates, Topics, and Objectives (v6.13.2024)

Month	Topics	Objectives	Research Questions?
11-9-2023	<i>Introduction</i>	<ul style="list-style-type: none"> <li>Welcome</li> <li>Introductions</li> <li>Task Force Rules and Operating Procedures</li> <li>Senate Bill 283 requirements</li> <li>Discussion: <ul style="list-style-type: none"> <li>Purpose/goals</li> <li>Questions/Information Requests</li> <li>Data</li> </ul> </li> <li>Overview of OLIS</li> <li>Overview of Public Records</li> <li>Election of Chair</li> </ul>	
12-7-2023	<i>Substitute Teacher Statutory/Regulatory Landscape</i>	<ul style="list-style-type: none"> <li>Review work plan for Task Force</li> <li>Statutory Background regarding Substitute Teachers <ul style="list-style-type: none"> <li>Legislative Policy &amp; Research Office</li> </ul> </li> <li>Overview of Substitute Teacher Licensure <ul style="list-style-type: none"> <li>Teachers Standards &amp; Practice Commission</li> </ul> </li> <li>Overview of Administration, Eligibility, and Reporting of PERS Benefits for Substitute Teachers in Oregon <ul style="list-style-type: none"> <li>Public Employees Retirement System</li> </ul> </li> <li>Overview of Cost-Saving Analysis and Contracting Authority (ORS 279B.030) <ul style="list-style-type: none"> <li>Department of Administrative Services</li> </ul> </li> </ul>	<p>Q: Survey school districts for how they engage substitute teachers.</p> <p>Q: Request most recent cost-saving analysis from school districts that procure a Third-Party Administrators (TPAs).</p> <p>Q: Request substitute teacher licensee data by type.</p>
1-8-2024	<i>How we employ substitute teachers/Use of Third-Party Administrators (TPAs)</i>	<ul style="list-style-type: none"> <li>Review work plan for the Task Force</li> <li>Overview of Edustaff/ESS <ul style="list-style-type: none"> <li>Administrative Services</li> <li>Professional Development</li> <li>How many school districts have contracts?</li> </ul> </li> <li>Presentation on practices in other states related to employment of substitute teachers</li> </ul>	<p>Q: How are substitute teachers engaged by school districts in other states?</p> <p>Q: Do other states permit use of Third-party contracting? Procurement regulations?</p> <p>Q: Fee structure for ESS/Edustaff?</p> <p>Q: Benefits provided by Edustaff/ESS?</p> <p>Q: Why did/did not participate in House Bill 4030, 2022 grant funds?</p>
No Meeting in February 2024			

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3-14-2024	Professionalization	<ul style="list-style-type: none"> <li>Educational Advancement Council               <ul style="list-style-type: none"> <li>Advancement of professionalization of substitute teachers</li> <li>Current role or future role</li> </ul> </li> <li>TF Discussion: Professionalization of Substitute Teachers               <ul style="list-style-type: none"> <li>Access to email;</li> <li>Internet service;</li> <li>Professional development (type, timing, and tracking); and</li> <li>Performance Evaluation</li> </ul> </li> </ul>	Q: Best Practices for integrating substitutes teachers as professional within a school environment/community?
4-11-2024	Professionalization Continued	<ul style="list-style-type: none"> <li>Substitute Teacher Licensure               <ul style="list-style-type: none"> <li>Evaluation of licensure types</li> <li>Oversight of licensed substitute teacher</li> <li>Cont. Ed. Reporting Requirements</li> </ul> </li> <li>Review of HB 4030 (2022)               <ul style="list-style-type: none"> <li>Oregon Department of Education</li> </ul> </li> <li>Substitute Teachers in Umatilla School District</li> <li>Overview of ORSN Substitute Teacher Training Program</li> <li>Review work plan for Task Force</li> </ul>	
5-9-2024	Professionalization, Cost- Saving Analysis, and Alternative Models for Providing Substitute Teachers	<ul style="list-style-type: none"> <li>Overview of Substitute Teachers in the Beaverton School District (Collective Bargaining Agreement)</li> <li>Overview of Substitute Teachers in the Lincoln County School District</li> <li>Continued Overview of Edustaff/ESS</li> <li>Overview of Substitute Teachers in High Desert ESD</li> <li>Discussion of Alternative models for providing substitute teachers or engaging substitute teachers:               <ul style="list-style-type: none"> <li>Utilization of ESDs.</li> <li>Expand regulatory and administrative oversight of Third-Party Administrators (TPAs)</li> <li>Delaware HB 315 (2022)</li> <li>Illinois</li> <li>Other ideas</li> </ul> </li> <li>Review work plan for Task Force</li> </ul>	

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6-13-2024	<i>Cost-Saving Analysis and Development of Model Policy and Policy Recommendations</i>	<ul style="list-style-type: none"> <li>• Review cost-saving analysis for school districts that contract with Third-Party Administrators</li> <li>• Overview of Final Report Process</li> <li>• Overview and discussion of draft Values, Findings, and Goals</li> <li>• Discussion of model policy to ensure that substitute teachers are supervised by licensed administrators.</li> <li>• Discussion of possible policy recommendations for standards for contracts for substitute teachers through Third-Party Administrators</li> <li>• Review work plan for Task Force</li> </ul>	
7-11-2024	<i>Draft Model Policy and Policy Recommendations</i>	<ul style="list-style-type: none"> <li>• Educational Advancement Council: Advancement of professionalization of substitute teachers – update</li> <li>• Finalize values, findings, and goals</li> <li>• Discussion of model policy to ensure that substitute teachers are supervised by licensed administrators.</li> <li>• Discussion of possible policy recommendations for standards for contracts for substitute teachers through Third-Party Administrators (TPAs)</li> <li>• Review work plan for Task Force</li> </ul>	
8-8-2024	<i>#2 Draft Model Policy and Policy Recommendations</i>	<ul style="list-style-type: none"> <li>• Discussion of model policy to ensure that substitute teachers are supervised by licensed administrators.</li> <li>• Discussion of possible policy recommendations for standards for contracts for substitute teachers through Third-Party Administrators (TPAs)</li> <li>• Review work plan for Task Force</li> </ul>	
8-22-2024	<i>#3 Draft Final Report/Finalize Policy and Recommendations</i>	<ul style="list-style-type: none"> <li>• Review and Discussion of final report</li> <li>• Finalize recommendations</li> <li>• Finalize model policy</li> <li>• Review work plan for Task Force</li> </ul>	

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9-13-2024	Finalize Report	<ul style="list-style-type: none"><li>Finalize and adopt report</li></ul>	
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