

JOINT TASK FORCE ON SUBSTITUTE TEACHERS

Oregon State Legislature
900 Court Street NE
Salem, OR 97301

<https://www.oregonlegislature.gov>



RECOMMENDATION PROPOSAL

For questions or assistance filling out this form, please reach out to task force staff:

ellen.obrien@oregonlegislature.gov, whitney.perez@oregonlegislature.gov, or erin.seiler@oregonlegislature.gov.

Please submit one form per policy recommendation. There is no limit on the number of forms you may submit for discussion.

Task force members are encouraged to collaborate. If you collaborate, please submit one form per recommendation and list all group members' names.

Name(s) of submitter(s):
Debbie Fery and OSTA Executive Board
What problem are you trying to solve?
Currently information and support to school districts regarding substitute teachers is scattered or non-existent. The proposal continues the work begun by the Task Force on Substitute Teachers to bring together information on best practices and efficient management of substitute teachers for the benefit of student learning.
Title of proposal (25 words or less):
Establishment of the Office of Substitute Teachers under Department of Education
Value/Finding/Goal Number:
1 to 13





Detailed description of proposal (50 words or more):

The Office of Substitute Teachers is established within the Department of Education to bring together and provide to school districts information on best practices, laws, licensure, benefits and efficient management of substitute teachers.

Tasks of the Office of Substitute Teachers:

Seek ways to better support education service districts in meeting the needs of substitute teachers and school districts Goal 11: ESD's

Monitoring of Federal laws on "Joint Employer." Contract oversight.

Goal 7: Public contracting

OST makes Services and policy models available to Substitute teachers, school districts and ESD's. Goal 8: Best Practices

Statewide Substitute Teacher Database: Goal 4: Recruitment and Retention, Goal 10: District needs.

Studies and makes available to school districts and ESD's

various models of calling systems and levels of engagement within their substitute pool; best practices for supporting, recruiting, and engaging a substitute teacher workforce.

Goal 4: Recruitment and Retention Goal 9: Employment Models

Continue incentives for retired teachers and principals to substitute Goal 4: Recruitment and Retention

Complaint and Investigation Services; due process protections. Goal 2: Supervision and evaluation.

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Engagement of substitute teachers with the school as part of the Educational Team.

Goal 6: Workplace Culture



Study and make available to districts fair and appropriate methods of evaluating substitute teachers. Goal 2: Supervision and Evaluation

Clarification of Substitute Teacher Licensing Rules, grant programs for teacher credentialing. Goal 3 : Career Support

Conduit for pay issues, Temporary Contracts not offered. Equity in pay. Goal 5: Pay and Benefits

Best practices for Substitute Management with templates for Sub Lesson Plans, Substitute Handbooks that can be then customized by the districts. Goal 8: Best Practices Goal 10: District Needs

Regional outreach to districts on issues and engagement with training needs,, Grow your Own funding, higher ed programs for Substitutes to get to a higher licensing level; provides information on available professional development, on-line classes,

Goal 1: Professional Development Goal 3: Career Support

Information on benefits available to Substitute Teachers and how to qualify. Retirement, 401K, Medical, Sick Leave and other Leaves; Public service student loan forgiveness.

Goal 5: Pay and Benefits

Time Line for Implementation of OST:

This is a Three Phase proposal, that will eventually evolve to a self funded model.

Phase 1: Establishment of the Office of Substitute Teachers (OST)

Funding via General Fund as a Loan

Timeline 2-3 years

The OST shall support substitute teachers state-wide and provide services to aid districts state-wide with resource support in the area of training, contracting, recruitment, engagement and materials.

Staffing - Executive Director with HR, Payroll, Accounting professional, Contracting Review, Risk Management, Technology support, Data Collection and Analytical, Project Management, Regional Staff as Outreach and Liaisons.

Leadership - Development of Advisory Council and Board of Directors



Organization Design: Development of how the OST work state-wide and staffing with expertise for each phase

Mission and Values Development, By Laws and Charter

Contracting oversight for Substitute Teacher services and Repository

Centralize Database of Substitute Teachers

Duplication Reduction Effort 1: Development of Substitute Teachers Templates for Handbooks and materials that will aid school districts in reducing the uncertainty of being a Substitute teacher, increase engagement and provide consistency across the state. Material will allow for customization.

Duplication Reduction Effort 2: Safe Schools Training Portal - Statewide

Phase 2: Substitute Teacher Management - All Phases, by Region, 50 School Districts/ESDs/Public Charter.

OST will perform all elements of substitute teacher management for those school districts who have outsourced their substitute teachers to third party staffing agencies.

These districts will pay OST the associated staffing fee and will perform the same services they receive from the staffing agencies.

Self Funding Model Development.

Loan Repayment 2 Years

Phase 3: Substitute Teacher Management - All Phases, by Region, ALL outsourced districts will use OST for Substitute Management Services, and other districts may opt to use the Services.

Full Self Funding Model

2 Years

Enforcement:

How will the legislature make sure the policy is followed?

This proposal requires initial funding.



Reporting mechanisms:

What information will be collected so the legislature knows if the policy is working?

The Executive Director shall provide quarterly reporting to House and Senate Education Committees during Phase 1 and Bi Annual at Phase 2 and 3. Legislators shall serve on the Advisory Committee and Board of Directors of the OST.

Department of Education, PERS, BOLI, OEBS