

# 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:

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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.

<b>Name(s) of submitter(s):</b>
Senator Dembrow
<b>What problem are you trying to solve?</b>
We've heard reports of substitute teachers not being rehired by school districts for inadvertent violations of school policy of which they were unaware (e.g., with respect to student clothing and cell phone use), or for other perceived performance infractions, without the opportunity to remediate. This is unfair and potentially harmful to other schools. The substitute teacher needs the opportunity to understand and remediate in order to prevent problems from occurring in subsequent work assignments.
<b>Title of proposal</b> (25 words or less):
Providing Substitute Teachers with Tools for Success





<b>Value/Finding/Goal Number:</b>
Goals 3, 5, and 7
<b><u>Detailed description of proposal</u> (50 words or more):</b>
<p>In pursuit of fairness and professionalism, all substitute teachers should be given access to school/district policy and the opportunity to remediate if a problem arises. Ideally, districts will have handbooks specifically designed for substitute teachers that work in their buildings. Absent that, prior to any assignment, subs should be provided with a print or digital copy of the school/district's employee handbook and student handbook (either directly from the district or from their 3<sup>rd</sup>-party employer if they are so employed).</p> <p>In line with best practices, if a substitute teacher's conduct or performance leads the Administration to not rehire them, the teacher should be notified of the reasons and be given an opportunity to respond. Except in cases of serious misconduct or performance deficiency, they should be given a warning and an opportunity to remediate.</p> <p>ODE will be tasked with refining and disseminating these best practices, with the expectation that they will be followed by districts and 3<sup>rd</sup> party employers.</p>
<b>Enforcement:</b>
<i>How will the legislature make sure the policy is followed?</i>
Follow-up reports on the work of SB 283 (2023). If best practices are not being followed, the Legislature may need to consider statutory requirements.
<b>Reporting mechanisms:</b>
<i>What information will be collected so the legislature knows if the policy is working?</i>
As part of the legislative process, the Legislature will need input from OSBA, COSA, OSTA and other advocacy groups, as well as from individual substitute teachers and 3 <sup>rd</sup> party providers.
<b>State agency responsible for implementation:</b>



ODE, potentially TSPC