

Joint Task Force on Substitute Teachers

Sep. 2023 – Sep. 2024

PREPARED FOR: Senate and House Interim Committees on Education

DATE: September 23, 2024

BY: Legislative Policy and Research Office

RE: Task Force Update for Legislative Days



Background

The Joint Task Force on Substitute Teachers (Task Force) was created by [Senate Bill 283 \(2023\)](#).

The Task Force was charged with:

- making findings and recommendations for standards for contracts for substitute teachers through third-party employment service providers and
- establishing a model policy for ensuring that substitute teachers are supervised by licensed administrators.



12-Member Task Force

Morgan Allen*, representing school administrators

Shawn Cleave, representing third-party employment service providers

Debbie Fery, representing substitute teachers

Anna Higgins, representing education service districts

Audrey Hood, representing licensed educators

Teri McClain, representing the Oregon Department of Education

Lori Sattenspiel, representing school boards

Robert Waltenburg, representing the Teacher Standards & Practices Commission

Sen. Michael Dembrow, Senate District 7

Sen. Suzanne Weber, Senate District 23

Rep. Tracy Cramer, House District 22

Rep. Hoa Nguyen, House District 48



Process

The Task Force met 12 times from November 2023 through September 2024. The [workplan](#) was organized into three distinct phases of work:

- **Phase #1: Getting Started:** November 11, 2023
- **Phase #2: Information Gathering:** December 7, 2023-June 13, 2024
- **Phase #3: Deliberations:** July 11, 2024-September 14, 2024

The Task Force adopted:

- Three values and 14 findings and goals
- Seven recommendations



Values, Findings, and Goals

We value high-quality educational instruction for all Oregon students from all educators.

We value stable classrooms and practices that respect the contributions of substitute teachers.

We value thoughtful solutions that are responsive and adaptable to local context.

[Read the adopted values, findings, and goals.](#)



Recommendations

1. [Professional development for substitute teachers](#)
2. [Expectations of school districts when contracting with a third party for substitute teachers](#)
3. [Analysis of potential fiscal impacts of legislation on districts](#)
4. [Establishment of the Office of Substitute Teachers](#)
5. [Access to Oregon Educators Benefits Board \(OEBB\) for substitute teachers](#)
6. [Pathway from restricted substitute license to substitute license](#)
7. [Providing substitute teachers with tools for success.](#)



1. Professional development for substitute teachers

Contract to develop online training modules on topics such as:

- Trauma-informed practice
- Equity, diversity, and inclusion
- Classroom/behavior management
- Special education
- Basic technology skills

Professional development opportunities would be:

- Offered statewide
- Standardized
- Tiered according to experience
- Paid through reimbursement

[Read the adopted recommendation in full.](#)



2. Expectations of school districts when contracting with a third party for substitute teachers

School districts would be required to:

- Present proposed contracts and cost-savings analysis to the district board in a public meeting.
- Post contracts and cost-savings analyses publicly on the district website.
- Upon renewal, demonstrate actual savings for the duration of the contract.
- Transmit contracts and cost-savings analyses to ODE.

Oregon Department of Education would be required to:

- Provide an annual report to LPRO and the Education Committees detailing utilization of third-party providers and compliance with cost-savings analysis process.

[Read the adopted recommendation in full.](#)



3. Analysis of potential fiscal impacts of legislation on districts

A workgroup process involving:

- Legislative Fiscal Office (LFO)
- Legislative Policy and Research Office (LPRO)
- Oregon Department of Education (ODE)
- Education stakeholders

The workgroup would be tasked with identifying an objective, transparent process for assessing the fiscal impact of legislation on school districts.

[Read the adopted recommendation in full.](#)



4. Establishment of the Office of Substitute Teachers

Create an Office of Substitute Teachers within the Oregon Department of Education (ODE).

The office would provide technical assistance and coordination regarding:

- Recruitment and retention
- Licensure
- Professional development

The office would work closely with the Educator Advancement Council (EAC) and the Teacher Standards and Practices Commission (TSPC).

[Read the adopted recommendation in full.](#)



5. Access to OEGB for substitute teachers

Create a process for substitute teachers working at least half time over multiple institutions to become eligible for Oregon Educators Benefit Board (OEGB) insurance plans.

- Process would be modeled on health care benefits for part-time faculty ([ORS 350.355](#)).
- Funding would be modeled on the Part-Time Faculty Insurance Fund ([ORS 350.357](#)).

[Read the adopted recommendation in full.](#)



6. Pathway from restricted substitute license to substitute license

Require the Teacher Standards and Practices Commission (TSPC) to create a pathway from a restricted substitute license to a substitute license. The proposed pathway would consider a licensee's:

- classroom experience
- work experience
- mentorship and
- online training.

A restricted substitute license requires district sponsorship and a bachelor's degree, but no education preparation. An individual with a restricted substitute license cannot serve in long-term substitute positions (assignments lasting 10 days or longer).

A substitute license currently requires completion of an education preparation program.

[Read the adopted recommendation in full.](#)



7. Providing substitute teachers with tools for success

Require the Oregon Department of Education (ODE) to coordinate best practices regarding:

- substitute teachers' access to school district policies and
- a process for remediation.

All substitute teachers should be given access to the school district's employee handbook and student handbook.

When a substitute teacher is not rehired, they should be notified of the reasons and be given an opportunity to respond and remediate.

[Read the adopted recommendation in full.](#)



Thank you. Questions?

Chair:

Sen. Michael Dembrow

Access the full [report](#) on OLIS

