

ATTACHMENT NO. XI-A: Approval of Substitute Pay Scales

Potential motion: Approve the 2020-2021 Substitute Pay Scale and incentives for Substitutes. The incentives are working days in a year bonus, day of bonus, and staff referral bonus for Substitutes.

Recommended action: Approve the Motion

It is recommended to increase the substitute pay rates in coordination with the base pay of the contract.

Custodian – per hour .....	\$ 12.56
Food Service (cook/lunch assistant) – per hour .....	\$ 11.33
Secretary – per hour .....	\$ 12.12
Substitute Nurse .....	\$ 21.04
Substitute Teacher (certified position) daily rate (including TRS).....	\$ 105.00
Substitute Teacher (long-term certified position) (including TRS) .....	\$125.00
(15 or more consecutive days in the same assignment)	
Substitute Teacher (North Boone Retired Teacher - certified position)	
daily rate.....	\$125.00
Substitute Teacher (North Boone Retired Teacher - long-term certified position)	
(15 or more consecutive days in the same assignment) .....	\$140.00
Substitute Teaching Assistant (non-certified position) – per hour .....	\$ 11.92

### **Incentives**

Assignment Bonus: A one-time bonus will be given in June for any substitute who works the following:


25-50 days: \$50 bonus

50-74 days: \$100 bonus

More than 75 days: \$200 bonus

Day of Bonus: Any substitute that fills a job that is posted after 12:01am on the date of the job will receive a bonus. The substitute will be eligible for the \$50 bonus after 5 day of jobs are accepted. These bonuses are determined on a quarterly basis (October, January, April and July).

Substitute Referral Program: Any NB staff members that refers a substitute to North Boone and that substitute works more than 10 days in the school year will be eligible for a \$100 bonus to the referring NB staff member.



# Substitute Staffing & Rates

North Boone Board of Education  
Meeting  
May 2020  
June 2020



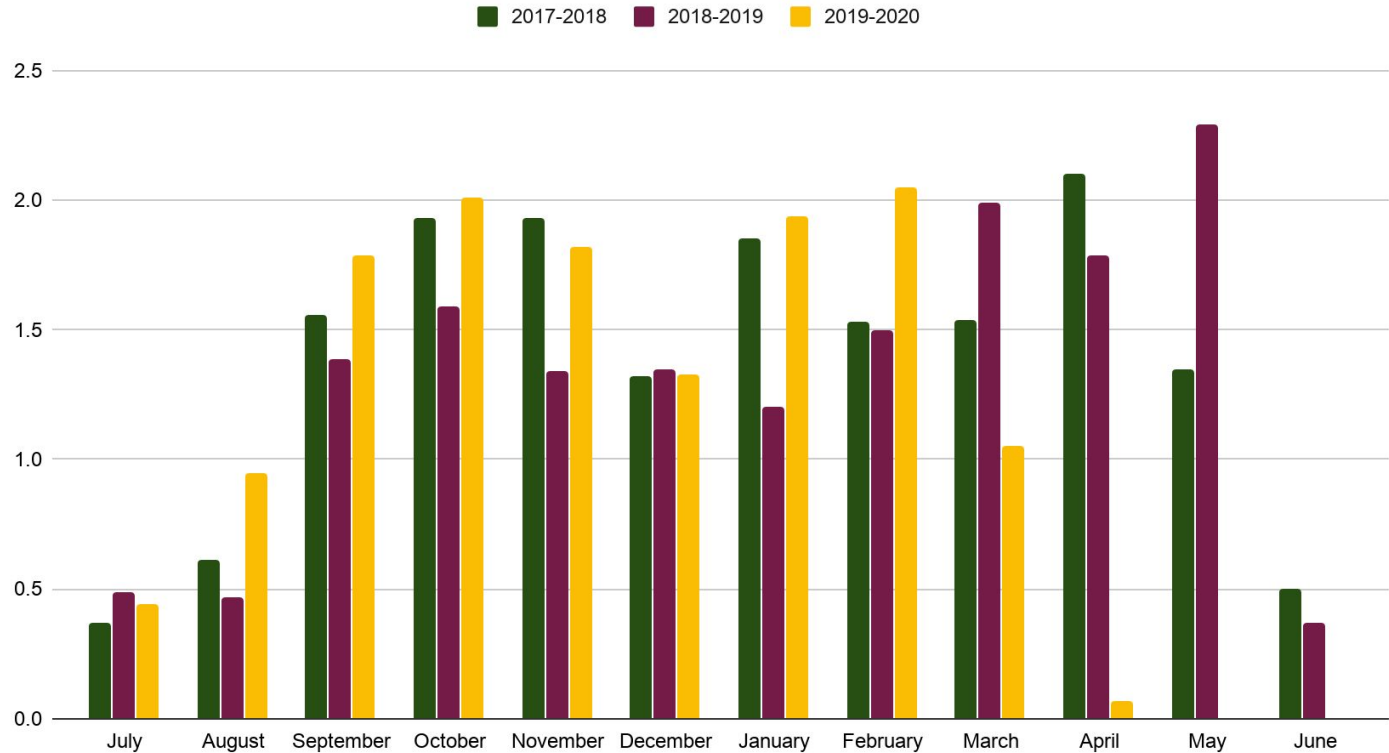


# Substitute Data

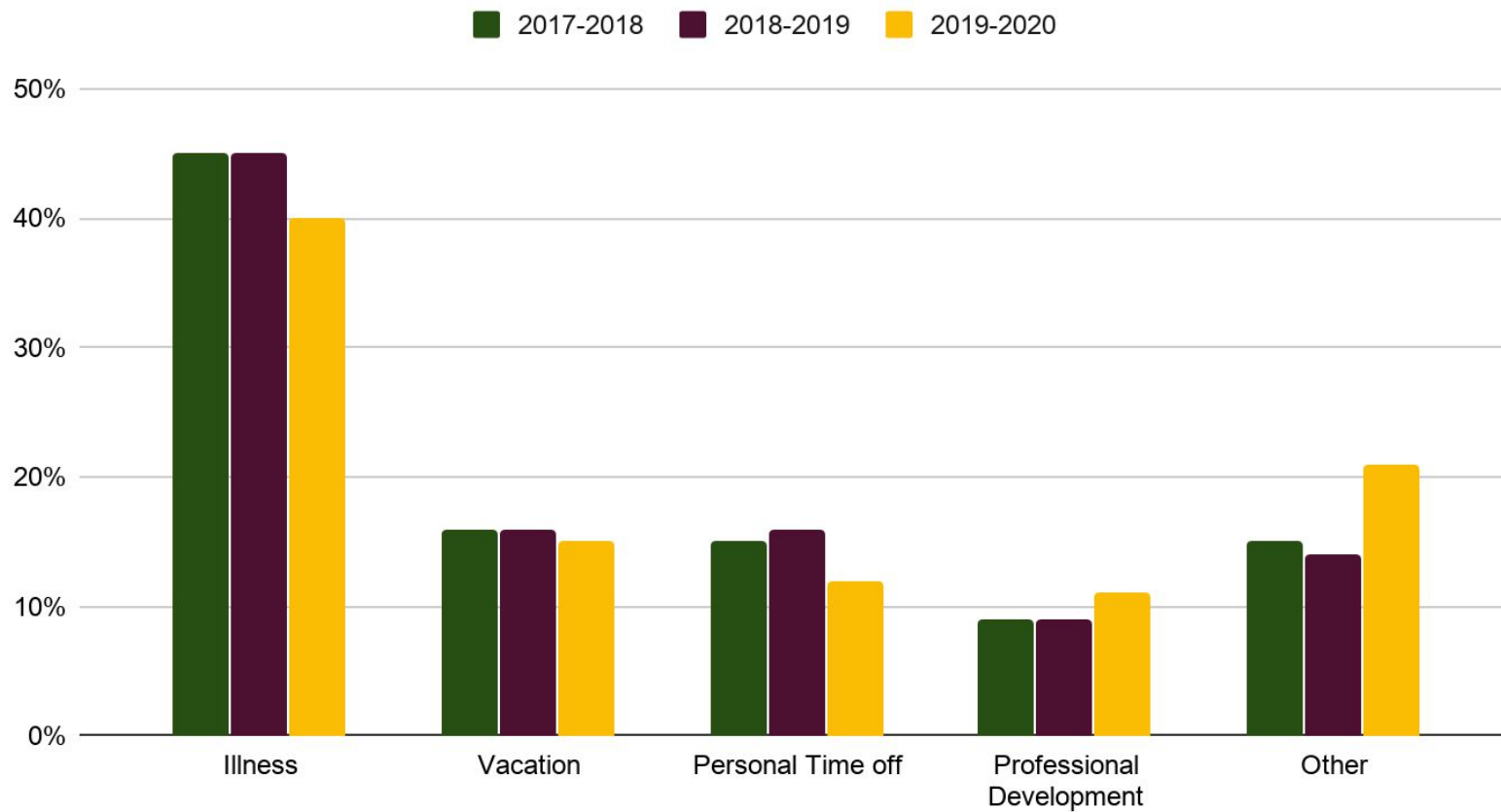


The average number of days absent per employee for a given month.

## Average Days Absent



## Absence Reasons



71.11%

Average Sub Fill Rate for the 2019-2020 school year

\*68.08% average sub fill rates for 2018-2019 school year

# 45.88%

Paraprofessional fill rate for July 2019-March 2020

1077 absences needing a sub

502 filled

575 not filled

\*40.81% fill rate in 2018-2019 school year

# 86.25%

Teacher fill rate for July 2019-March 2020

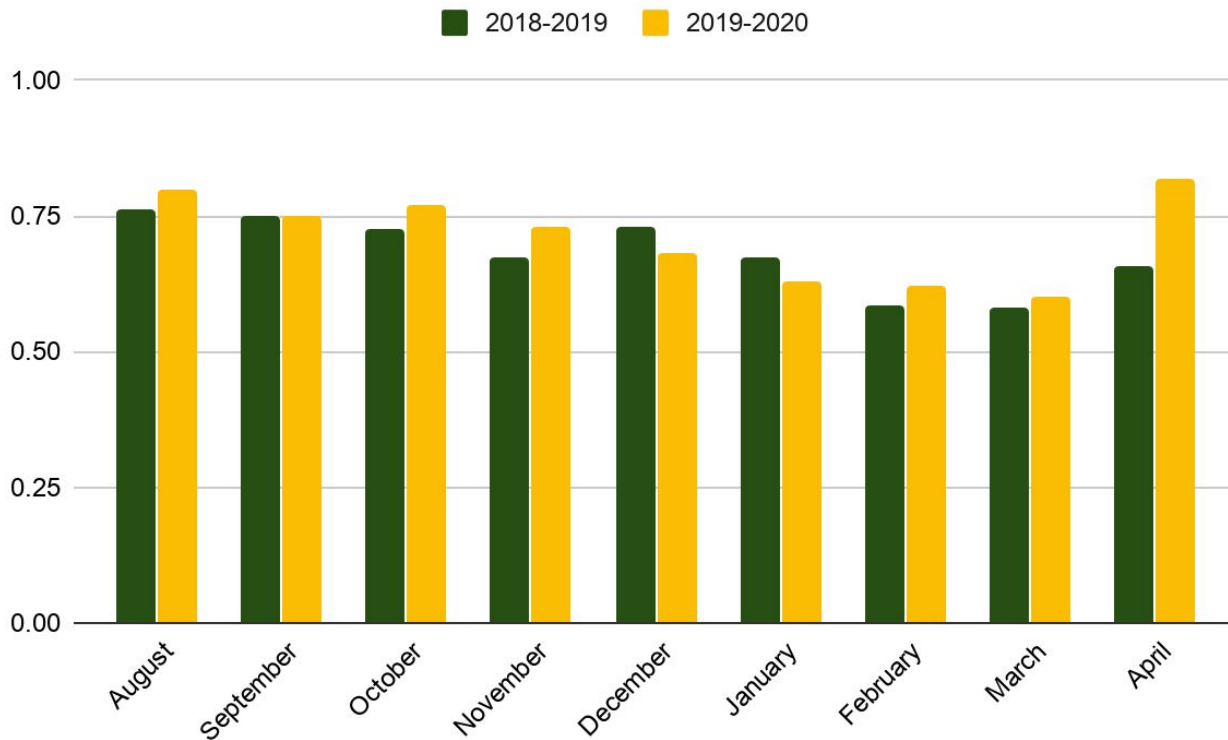
1328 absences needing a sub

1126 filled

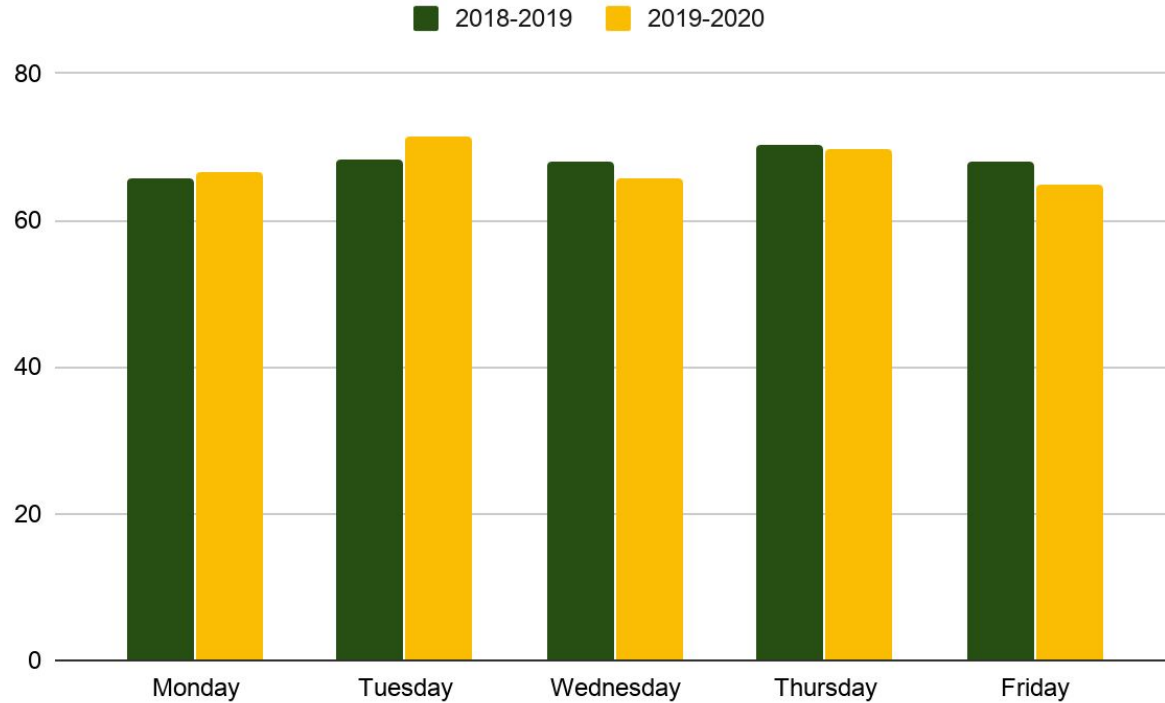
202 not filled

\*85% fill rate in 2018-2019 school year

# Average Sub Fill Rate by Month



# Average Sub Fill Rate by Day



# Substitute Pay Rates

# Proposed Rates

	2018-2019
Custodian – per hour.....	\$12.56 (\$12.31)
Food Service (cook/lunch assistant) – per hour.....	\$11.33 (\$11.08)
Secretary – per hour.....	\$12.12 (\$11.87)
Substitute Nurse.....	\$21.04 (\$20.79)
Substitute Teacher (certified position) daily rate (including TRS).....	\$105.00 (\$100.00)
Substitute Teacher (long-term certified position) (including TRS) .....	\$125.00 (\$120.00)
(15 or more consecutive days in the same assignment)	
Substitute Teacher (North Boone Retired Teacher - certified position)	
daily rate.....	\$125.00 (\$120.00)
Substitute Teacher (North Boone Retired Teacher - long-term certified position)	
(15 or more consecutive days in the same assignment).....	\$140.00 (\$135.00)
Substitute Teaching Assistant (non-certified position) – per hour.....	\$11.92 (\$11.67)

\*Increases same as NBESS base pay in contract

\*Transportation Sub Rates will be approved with the Transportation pay



# Substitute Incentives



# Incentive for working more days in a year

A one time bonus will be given in June for any substitute works the following:

25-50 days: \$50 bonus

50-74 days: \$100 bonus

More than 75 days: \$200 bonus

12 substitutes will earn this incentive for 2019-2020

4 will earn \$50

4 will earn \$100

4 will earn \$200

# Day of Bonus

\*Staff that fill a job that was posted after 12:01 am on the date of the job will receive a bonus

\*Bonus will be determined quarterly

\*5 jobs taken the day of the job will receive a \$50 bonus

-\$750 bonus was given in 2019-2020

# Staff Referral

\*Extend the staff referral to substitute openings as well.

\*Any staff member that refers a substitute and that substitute works more than 10 days in the school year will be eligible for \$100 bonus to the referring staff member

# Actions to increase substitute fill rates

1. Encourage staff to call early in regards absences
2. Encourage schools and staff to leave detailed plans- Substitutes will have a great experience and want to come back.
3. Days worked bonus
4. Utilize staff from other departments to sub when available