



MEETING OF: July 10, 2018

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TITLE: ESI Transition Plan

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ITEM #: 11

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Information:

Study:

Action: X

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PURPOSE:

To present the Governing Board with options requiring action for the full transition of ESI duties back to TUSD regarding the hiring of substitutes for the 2018-2019 school year.

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DESCRIPTION AND JUSTIFICATION:

This is the first of two presentations regarding the full transition of ESI duties back to TUSD.

Presentation One will detail the Human Resources sub office start-up plan that will include job descriptions for proposed newly hired staff members that will be assigned to the sub office.

General duties will be included (all of the onboarding, recruiting, interview and selection responsibilities) as well as the total cost for salaries and benefits.

This plan will include a timeline for the hiring and selection of the new team members, necessary training, and for the full transition of ESI duties back to TUSD with regard to non-retired subs within a one semester period.

Action will be requested regarding maximizing our use of PREO with a recommendation to immediately designate all retired subs only as employees of ESI through the PREO contract. The board voted yes on this contract and the contract provisions very clearly allow us to designate retired employees (classified, certified, administrative) as PREO eligible employees. Retired subs are not able to work a full 5-day week without coming to us through ESI's Post Retirement Employment Option (PREO). Many schools would lose long-term subs that agreed to work for them during the 18-19 school year if we don't make this adjustment. Retired subs comprise almost 25% of the TUSD sub work force.

Action will also be requested regarding a proposal for a one semester contract with ESI for non-retired short and long-term sub coverage. This will prevent the immediate loss of subs to other districts until we can appropriately staff HR with the needed resources and time to handle the onboarding of directly employed subs which will number close to 700 at minimum. (Recruitment, background checks and clearance, certification, application and selection, assignment, benefits, payroll, etc.) We will need time to create these systems as well as to train our team members on newly assigned roles and responsibilities.

Presentation Two will take place on July 24 and will include a recommendation for directly employing substitutes under a "Tiered Service Option".

Specifically, we will present the Board with our recommendations that subs receive higher daily rates of pay for serving at hard-to-fill schools and for agreeing to serve anywhere the sub office sends them throughout the district. Daily subs routinely turning down daily assignments to only work at certain schools would continue to receive the \$100 daily rate under this scenario. We will also be presenting cost estimates for insurance should the district elect to immediately pay for insurance for all subs, waiving the 12-month eligibility period along with a formal legal opinion regarding the district's obligation to fully fund insurance at a rate of 100% for all part-time employees should it decide to do so for subs.

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BOARD POLICY CONSIDERATIONS:

LEGAL CONSIDERATIONS:

For all Intergovernmental Agreements (IGAs), Initiator of Agenda Item provides the name of the agency responsible for recording the Agreement after approval:

For amendments to current IGAs, Initiator provides original IGA recording number:

Legal Advisor Signature (if applicable)

BUDGET CONSIDERATIONS:

	District Budget
	State/Federal Funds
	Other
<u>Budget Cost</u>	<u>Budget Code</u>

Budget Certification (for use by Office of Financial Services only):

Date  
I certify that funds for this expenditure in the amount of \$ are available and may be:  
Authorized from current year budget  
Authorized with School Board approval  
Code: Fund:

INITIATOR(S):

Dr. Gabriel Trujillo/Superintendent	6.28.18
Name	Date

DOCUMENTS ATTACHED/ ON FILE IN BOARD OFFICE:

ATTACHMENTS:
Click to download
No Attachments Available

TUCSON UNIFIED SCHOOL DISTRICT

BOARD AGENDA ITEM  
CONTINUATION SHEET