

Substitute Transition HR Final Update

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Agenda

- ▶ Sub Update
- ▶ Benefits and Cost to the District
- ▶ Superintendent Recommendation
- ▶ HR Recommendations and Future Actions
- ▶ Substitute Rights and Responsibilities

Current Pay Rate

Daily Rate for the 1st- 15th day:

Full Day - \$100.00/day | Half Day - \$50.00/day

Daily Rate after the 15th Day in the same assignment:

Full Day - \$125.00/day | Half Day - \$62.50/day

Full Day at an L-25 School - \$135.00/day | Half Day at an L-25 School - \$67.50/day

Daily Rate for Ex Ed Certified Teacher Subbing in Ex Ed Classroom:

Full Day - \$165.00/day | Half Day - \$82.50/day

Board Approved Pay Rate Change For L25 Schools Effective 1/1/2019

Daily Rate from the 1st day:

Full Day at an L-25 School - \$135.00/day | Half Day at an L-25 School - \$67.50/day

Superintendent Proposed Pay Rate Change For L-25 Schools Effective 1/1/2019

Daily Rate for the 1st- 15th day:

Full Day at an L-25 School - \$120.00/day | Half Day at an L-25 School - \$60.00/day

Daily Rate after the 15th Day in the same assignment:

Full Day at an L-25 School - \$135.00/day | Half Day at an L-25 School - \$67.50/day

Additional Proposed Pay Rate Change For L-25 Schools Effective 1/1/2019

Daily Rate for the 1st- 15th day:

Full Day at an L-25 School - \$125.00/day | Half Day at an L-25 School - \$62.50/day

Daily Rate after the 15th Day in the same assignment:

Full Day at an L-25 School - \$135.00/day | Half Day at an L-25 School - \$67.50/day

Orientation

49 Orientation Sessions

October 2018

10/22/2018, 8:00 AM - 9:30 AM
10/22/2018, 10:00 AM - 11:30 AM
10/22/2018, 12:00 PM - 1:30 PM
10/22/2018, 2:00 PM - 3:30 PM
10/22/2018, 4:00 PM - 5:30 PM
10/24/2018, 4:30 PM - 5:30 PM
10/26/2018, 1:00 PM - 2:30 PM
10/26/2018, 3:00 PM - 4:30 PM
10/29/2018, 8:00 AM - 9:30 AM
10/29/2018, 10:00 AM - 11:30 AM
10/29/2018, 12:00 PM - 1:30 PM
10/29/2018, 2:00 PM - 3:30 PM
10/30/2018, 9:00 AM - 10:00 AM
10/30/2018, 2:00 PM - 3:30 PM
10/31/2018, 2:30 PM - 3:30 PM

November 2018

11/2/2018, 12:00 PM - 1:30 PM
11/2/2018, 2:00 PM - 3:30 PM
11/2/2018, 4:00 PM - 5:30 PM
11/5/2018, 8:00 AM - 9:30 AM
11/5/2018, 10:00 AM - 11:30 AM
11/5/2018, 2:00 PM - 3:30 PM
11/5/2018, 4:00 PM - 5:30 PM
11/6/2018, 8:00 AM - 9:30 AM
11/8/2018, 8:00 AM - 9:30 AM
11/9/2018, 3:00 PM - 4:30 PM
11/16/2018, 1:00 PM - 2:30 PM
11/16/2018, 3:00 PM - 4:30 PM
11/17/2018, 8:00 AM - 9:30 AM
11/17/2018, 10:00 AM - 11:30 AM
11/17/2018, 2:00 PM - 3:30 PM
11/17/2018, 4:00 PM - 5:30 PM

November 2018

11/19/2018, 8:00 AM - 9:30 AM
11/19/2018, 10:00 AM - 11:30 AM
11/19/2018, 2:00 PM - 3:30 PM
11/20/2018, 12:00 PM - 1:30 PM
11/20/2018, 2:00 PM - 3:30 PM
11/21/2018, 1:00 PM - 2:30 PM
11/21/2018, 3:00 PM - 4:30 PM
11/26/2018, 8:00 AM - 9:30 AM
11/26/2018, 10:00 AM - 11:30 AM
11/26/2018, 2:00 PM - 3:30 PM
11/27/2018, 8:00 AM - 9:30 AM
11/27/2018, 10:00 AM - 11:30 AM
11/27/2018, 12:00 PM - 1:30 PM
11/28/2018, 8:00 AM - 9:30 AM
11/28/2018, 10:00 AM - 11:30 AM

December 2018

12/1/2018, 8:00 AM - 9:30 AM
12/1/2018, 10:00 AM - 11:30 AM
12/1/2018, 1:00 PM - 2:30 PM
12/1/2018, 3:00 PM - 4:30 PM

Orientation Cont'd...

- ▶ 505 applicants have been to TUSD orientation.
- ▶ 83 additional applications have been started, but not yet submitted. Calls are done daily to encourage completion of application.

Two Committees

- ▶ **Sub Working Group** - A small group of 15 members that meets in person once a month to discuss the transition and discuss feedback of the substitutes.
- ▶ **Sub Project Steering Committee** - A larger group of 111 people. Participation in this offers the opportunity to provide feedback via surveys, questionnaires, and email responses.

Communication

- ▶ On-going updates of information on Sub Page on website.
- ▶ September 5- Email informing substitutes that they are transitioning from ESI to TUSD.
- ▶ October 10- Email notifying substitutes of the Informational Meeting on October 30 at Rincon.
- ▶ October 18- Email reminding substitutes of how to access the TUSD application.
- ▶ October 29- A reminder email of the Informational Meeting.
- ▶ October 30- Informational Meeting held at Rincon.
- ▶ November 7 and 28- Distributed a handout explaining the transition to office managers at the monthly office manager meeting.
- ▶ November 8- Continuous web alert on AESOP to remind Substitutes to apply and attend orientation.
- ▶ December 3- ParentLink call to all substitutes reminding them to apply and attend orientation.
- ▶ Additional weekly web alerts on AESOP
- ▶ Temps are each given a quota of 25 calls a day to substitutes who have not submitted their application.
- ▶ Weekly emails to substitutes advising them to apply.
- ▶ Reminder emails and phone calls of their orientation date and time to those who have submitted and selected their orientation.

Benefit/ACA Common Law Employees

- ▶ An employee of an educational institution may only be considered “newly-hired” if that employee did not have one hour of service in the previous 26 weeks.³ Otherwise, they are considered “continuing” employees and the 90-day safe harbor provided for in Treasury Regulation §54.4980H-3(d)(2)(iii) would not apply. Reg. § 54.4980H-3(c)(4)(iv).
- ▶ According to outside counsel TUSD is an co-employer and we are required to use measure of and employees who are covered under ESI plans will need to be offered coverage from TUSD. Reg. § 54.4980H-3(d)(6)(iii).

Transition Costs

- ▶ Projected Insurance Costs-149 ESI employees are eligible for insurance
 - ▶ Employee only PPO - \$874,099.56 annually
 - ▶ Employee only HDHP - \$893,284.80 annually
- ▶ The district expected the cost to occur in the 19-20 school year however outside counsel legal opinion determined common law employer. We must offer coverage in January.
- ▶ TUSD Sub Office additional cost Temporary Employees
 - ▶ October 10, 2018-Present - \$10,235.00

Superintendent Recommendation- Retain ESI utilization

- ▶ Superintendent Recommendation to authorize approval for the use of the Mohave Cooperative Contract and approval of the \$9 million in estimated expenditures, as required from a procurement perspective for the Spring 2019.

HR Recommendations and Future Actions

- ▶ Attendance Policy creation and New Board Policy
- ▶ District cover pre-employment costs
 - ▶ Pre-Employment Physicals/Lift Tests
 - ▶ Pre-Employment Drug Screening
- ▶ Time-Clock Audit Recommended New Board Policy
- ▶ Move to Letters of Reasonable Assurance for Classified Staff
- ▶ Update Teacher Contracts to include all pay, including education stipends

Substitute Rights and Responsibilities

- ▶ A final recommendation for approval of the 2018-19 Rights and Responsibilities for Substitute Teachers

TUCSON UNIFIED

SCHOOL DISTRICT

