



To: Board
From: Johannah M. Vanatta, Ed.D.
Date: February 13, 2024
Regarding: Substitute Analysis

As requested, an informational memo is provided below in regard to substitute teachers and staffing.

This information gathered below conveys the staffing patterns within the district. The district will also send information out via social media in regard to advertisements for substitutes as well as emergency certifications for those who may have the opportunity to substitute within the district but are unsure of the process. The district advertised this substitute hiring push around this time last year as well.

Teacher and Paraprofessional Absence Data 2023-24 school year as of January 31st, 2024

TOTAL	July 2023	August 2023	September 2023	October 2023	November 2023	December 2023	January 2024
Number of Monthly Working Days	0	6	20	22	22	16	21
Employees Off Per Day	0	21.00	37.15	42.95	37.59	49.13	38.52
Monthly Staff Absent Percentage	0	7.36%	13.02%	15.06%	13.18%	17.22%	13.50%
Staff Attendance Percentage	N/A	92.88%	87.41%	85.44%	87.26%	83.35%	86.94%

District fill Rates from Precision as of January 31, 2024

2023-2024 School Year						
	Total Absences/ Vacancies	Fill NOT Needed	Fill Needed	Filled	UnFilled	Fill Rate
July	101	101	0	0	0	0%
August	150	107	43	35	8	81%
September	767	136	631	455	176	72%
October	993	194	799	497	302	62%
November	855	256	599	346	253	58%
December	815	165	650	322	328	50%
January	835	215	620	345	275	56%
YTD Totals	4516	1174	3342	2000	1342	59.84%

The district currently contracts with Precision Substitute services.

Number of Substitutes available in Precision services, according to Precision, to be shared amongst the region

2023-2024 Active Substitutes through Precision	
Nurse	13
Aides	45
Teachers	151

Prep periods which teachers received payment for covering unfilled absences 2023-2024 school year as of January 31st 2024

Teacher Prep Period Reassignments	
Number of Prep Periods Paid	683 Prep Periods to Date (\$23,905)
Number of PTO Days Issued for missed Prep	173 PTO Days (1038 prep periods covered)

Local Substitute Pay Rates

23-24 Sub Pay Rates									
	Carlynton SD	Chartiers Valley SD	Keystone Oaks SD	Mt. Lebanon SD	Montour SD	South Fayette SD	Upper St. Clair SD	West Allegheny SD	
Substitute Teacher	\$135/Day to Day \$150 short term leave	\$125/Day	\$125/Day 31+ is \$135/Day	\$125/Day	\$125/Day	\$125/Day \$150/Day for 26+ days (retro)	\$125/Day	\$150/Day, then per diem rate \$259.39/Day after 11 consecutive days. Bonus milestones every 25 days compounding \$50 payments	Days 1-60 \$135/Day Days 61+ \$150/Day
Substitute Instructional Aide/Paraprofessional	\$10/Hour	\$12/Hour	\$10/Hour or \$13.33/Hour with an e-cert or PA Cert	\$15.41- \$15.46/ Hour	\$15/Hour After 25 days goes to \$17/Hour	\$17.61/Hour After 60 days goes to \$21.96/Hour	\$15/Hour	\$15/Hour	
Substitute Nurse		\$125/Day		\$17.30 - \$17.62/Hour for RN \$16.30- \$16.62/Hour for LPN				\$150/Day	
Substitute Clerical	\$15/Hour secretary \$14/Hour Food Service	\$14/Hour	\$10/Hour or \$13.33/Hour with an e-cert or PA Cert	\$14.30/Hour	\$15/Hour After 25 days goes to \$17/Hour	Cafe Floater/Cashier \$12.61/Hour +61 Days goes to \$15.76/Hour		\$15/Hour	
Substitute Custodians	\$14/Hour	\$15/Hour		\$16.67/Hour			\$15/Hour	\$15/Hour	

