

## **Oregon Community Unit School District 220 Board of Education**

**Date: July 12**

**Subject: Proposal to Institute a Daily Rate for Substitute Administrators**

**Dear Members of the Board of Education,**

I am writing to propose the institution of a new daily compensation rate for Substitute Administrators within our district. In recognition of the critical role that Substitute Administrators play in maintaining the continuity and quality of leadership in our schools, it is recommended that we offer a competitive and fair daily rate.

**Current Situation:** Currently, there is no established daily rate for Substitute Administrators within our district. The typical practice has been to pull teachers from the classroom to satisfy this need. There are merits to this strategy, but for long-term absences, it is necessary to set up a substitute administrator protocol.

**Proposal:** I propose that we institute a new daily rate for Substitute Administrators, set at \$300 per day, effective immediately. This new rate aims to:

1. **Attract Qualified Professionals:** Ensure that our compensation package is competitive, thereby attracting highly qualified and experienced individuals to serve in these critical roles.
2. **Reflect Responsibilities:** Align compensation with the significant responsibilities and demands of the role, recognizing the value and impact of Substitute Administrators on our school community.

**Rationale:**

- **Market Competitiveness:** Neighboring districts and comparable school systems offer equal or higher daily rates.
- **Role Demands:** Substitute Administrators are often required to step into complex situations, manage diverse administrative tasks, and maintain the smooth operation of schools in the absence of regular administrators.

**Recommendation:** I urge the Board of Education to approve this proposal to institute a new daily rate for Substitute Administrators. This new rate is a necessary step to ensure stability and service to students and staff.