

December 10, 1999

Dr. Marta Pérez, Member

SUBJECT: DIRECT THE SUPERINTENDENT OF SCHOOLS TO CONDUCT A STUDY COMPARING THE MIAMI-DADE COUNTY PUBLIC SCHOOLS (M-DCPS) SUBSTITUTE TEACHER PROGRAM, INCLUDING ADMISSION AND TRAINING REQUIREMENTS, TO THAT OF OTHER LARGE DISTRICTS AND RECOMMEND TO THE BOARD MEASURES TO ENHANCE OUR CURRENT PROGRAM

Substitute teachers play an integral part in providing and maintaining a stable learning environment for students when their teachers are unable to be present. Through the efforts of substitute teachers, students are insured continuity in the flow of learning with minimal disruption. M-DCPS recognizes and values the contributions of substitute teachers and continuously seeks to enhance their contribution to the education of all students.

Therefore, it is requested that M-DCPS conduct a study to evaluate current practices and procedures regarding the hiring and utilization of substitute teachers. This study should focus on urban school districts of comparable size and include practices and procedures regarding the following issues:

- Qualifications such as educational credentials and fingerprinting/drug test results
- Personal interview and references
- Training opportunities provided by the school district
- School orientation programs provided by the individual schools
- Salary
- Utilization

A report with recommendations based on the study will be forwarded to the School Board members in March 2000.

Action Proposed

by Dr. Marta Pérez: That The Superintendent of Schools be directed to conduct a study comparing the M-DCPS Substitute Teacher Program, including admission and training requirements, to that of other large districts and recommend to the Board measures to enhance our current program.

MP/jg