

# Hanover Public Schools

Appendix B

**Matthew A. Ferron**  
*Superintendent of Schools*



**Thomas R. Raab, Ed.D.**  
*Business Manager*

**Deborah St. Ives**  
*Assistant Superintendent*

**Beverly Shea**  
*Director of Pupil Personnel Services*

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## MEMORANDUM

To: Hanover School Committee  
From: Thomas R. Raab, Business Manager  
Cc: Matthew Ferron, Superintendent of Schools  
Date: May 14, 2015  
Re: Substitute Teacher Daily Rate

After careful consideration and research, it is my recommendation that the School Committee vote to change the FY '16 rate of pay for all daily substitute teachers as follows:

*For the FY 2016 school year, all daily substitute teachers will be paid \$75 per day.*

### **Current situation and rationale:**

Presently, we are experiencing a shortage of substitutes and those we do have often elect to go to other towns where the pay structure is different. In Hanover, we pay substitute teachers based on their licensure status. Substitutes who hold a teaching license from the DESE (any subject) earn \$75/day. Non-licensed substitutes earn \$60 per day. The \$75 daily rate is consistent with many area communities; however, few have different rates for licensed/non-licensed candidates. Many candidates who sub in multiple districts elect other offers because of the \$15/day differential. We hope that by providing the same daily rate for all subs, we may attract new applicants and be more competitive on a daily basis for a limited pool of good candidates.

### **Financial Impact:**

By the end of the fiscal year, we will have paid approximately 750 days at the \$60/day rate for substitute coverage for a total of \$45,000. With a \$15/day increase, the same level of sub coverage would project to an increase of \$11,250 to our sub budget. We hope to offset this cost by reducing personal day usage by approximately 20-25% because of the personal day conversion (to sick days) recently negotiated in the FY 2016-2018 HTA contract. If personal day usage decreases at a rate of 20-25% next year, the savings will be approximately \$10,00 to \$12,500 offsetting the increase to the daily rate.