

Managing Substitute Teaching Fall 2011 Survey

1. What is the minimum education requirement to be a day-to-day SUBSTITUTE TEACHER in your district?
 2. By October 15, 2011 and for the 2011-2012 school year, ARE you accepting or will you be accepting new applications for substitute teachers?
 3. If an INITIAL ORIENTATION is required by your district, how often is it offered?
 4. If INITIAL SKILLS TRAINING is required by your district, how often is it offered?
 5. If REFRESHER SKILLS TRAINING is required by your district for your returning substitute teachers, how often is it offered?
 6. How was the budget for SUBSTITUTE TEACHER TRAINING modified for the 2011 - 2012 school year?
 7. How was the budget for SUBSTITUTE TEACHERS (to handle teacher absenteeism) modified for the 2011 - 2012 school year?
 8. What was the last complaint from a teacher or administrator you received about a substitute teacher?
 9. Please identify all district policies or practices that have changed due to the economy's effect on recruitment, training, or retention of substitute teachers.
 10. If an individual is NOT a certified teacher, what does your district require as part of the screening process? (Check all that apply)
 11. How do you train your substitute teachers?
 12. Identify topics covered in your substitute teacher training as well as the time spent on each one.
 13. Please describe your PURGING process to remove inactive or dismiss substitute teachers.
 14. As of September 1, 2011 how many SUBSTITUTE TEACHERS are there in your district? (Enter the EXACT NUMBER, including all and only those who are approved to substitute teach.)
 15. Compared to last year, how large is your substitute teaching pool now? (if larger or smaller, please specify by how much; i.e., 10%)
 16. What is your current daily pay rate for day-to-day, non-certified (or lowest qualified) substitute teachers?
 17. How does this rate compare with last year? (if more or less, please specify by how much; i.e., 10%)
 18. What is your average fill rate? (This is the percent of teacher absences that are filled by substitute teachers.)
 19. Please describe how you cover classes when a substitute teacher can't be found.
 20. On Wednesday of last week what was your permanent teacher absenteeism rate? (Divide the number of teachers absent from the classroom for whatever reason, by the total number of teachers.)
 21. What was your overall permanent teacher absenteeism rate for the 201-2011 school year? (Divide the number of teachers absent from the classroom for whatever reason, by the total number of teachers.)
 22. How does this absenteeism rate compare with 2009-2010 school year?
 23. What is the OFFICIAL NAME of your district? (Optional)
 24. What CITY is your district located in? (Optional)
 25. What STATE is your district located in?
 26. Which of the following is your district considered?
 27. As of September 1, 2011, how many STUDENTS are there in your district? (Please enter the exact number.)
 28. As of September 1, 2011, how many PERMANENT TEACHERS are there in your district? (Only those who require a substitute teacher when absent. Please enter the exact number.)
 29. Please identify which job title best describes your responsibilities as they relate to substitute teaching.
 30. How many individuals run your SubOffice? (FTE)
 31. How do you handle notifying your substitute teachers?
 32. The Substitute Teacher Fall 2011 Survey is now underway for all substitute teachers. PLEASE INVITE AND ENCOURAGE YOUR SUBSTITUTE TEACHERS TO PARTICIPATE IN THEIR SURVEY WHICH PERTAINS DIRECTLY TO THEM. Contact the Substitute Teaching Division of STEDI.org at 800-922-4693 with questions or for more information. Will you invite your substitute teacher to participate in this survey?
 33. If you would like your district's results from the Substitute Teacher Fall 2011 Survey compared to other districts, please provide your email address:
 34. What other questions would like to know about other districts?
- Thank you, and to show our appreciation, please enter to win one of five \$35 give cards!

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