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FAIRBANKS NORTH STAR BOROUGH SCHOOL DISTRICT

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**MEMORANDUM**

DATE: February 18, 2020  
TO: School Board Members  
THRU: Dr. Karen Gaborik, Superintendent  
FROM: Claire Morton, Human Resources Executive Director  
SUBJECT: Annual Staffing Report Executive Summary

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An annual review has been conducted and data compiled into the attached report which provides information on the number of employees hired over the prior reporting period. Basic information is provided for each employment category, followed by the number of new hires in each category and the demographic makeup of the new hires in each category.

For certified staff, both principals and teachers, this data focuses on the start of the year when the bulk of the hiring for these positions takes place, and encompasses all positions that are expected to be continuing appointments. For classified, exempt, and substitute/temporary positions the data reflects a full year (October 2018 - October 2019).



Fairbanks North Star Borough School District

# 2018-2019 Annual Staffing Report

Claire Morton | Executive Director of Human Resources

# Hiring Statistics and Trends by Employee Group

Principals/Assistant Principals (FPA)

Certified Staff (FEA)

Classified Staff (ESSA)

Non-Represented Staff (Exempt)

Substitute Teachers and Temporary Workers

# Fairbanks Principals' Association (FPA)

Principals/Assistant Principals

As of October 21, 2019

**44** FPA members  
29 principals and 15 assistant principals

**2** new hires  
principals

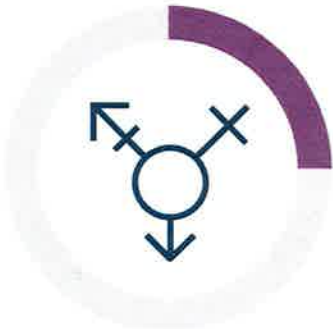
**2** retired

**2** new hires  
assistant principals

**1** resigned

**6.8%** turn over  
7.2% DECREASE from last year

# Principals/Assistant Principals FPA New Hires



25%

of new FPA hires are **female**



100%

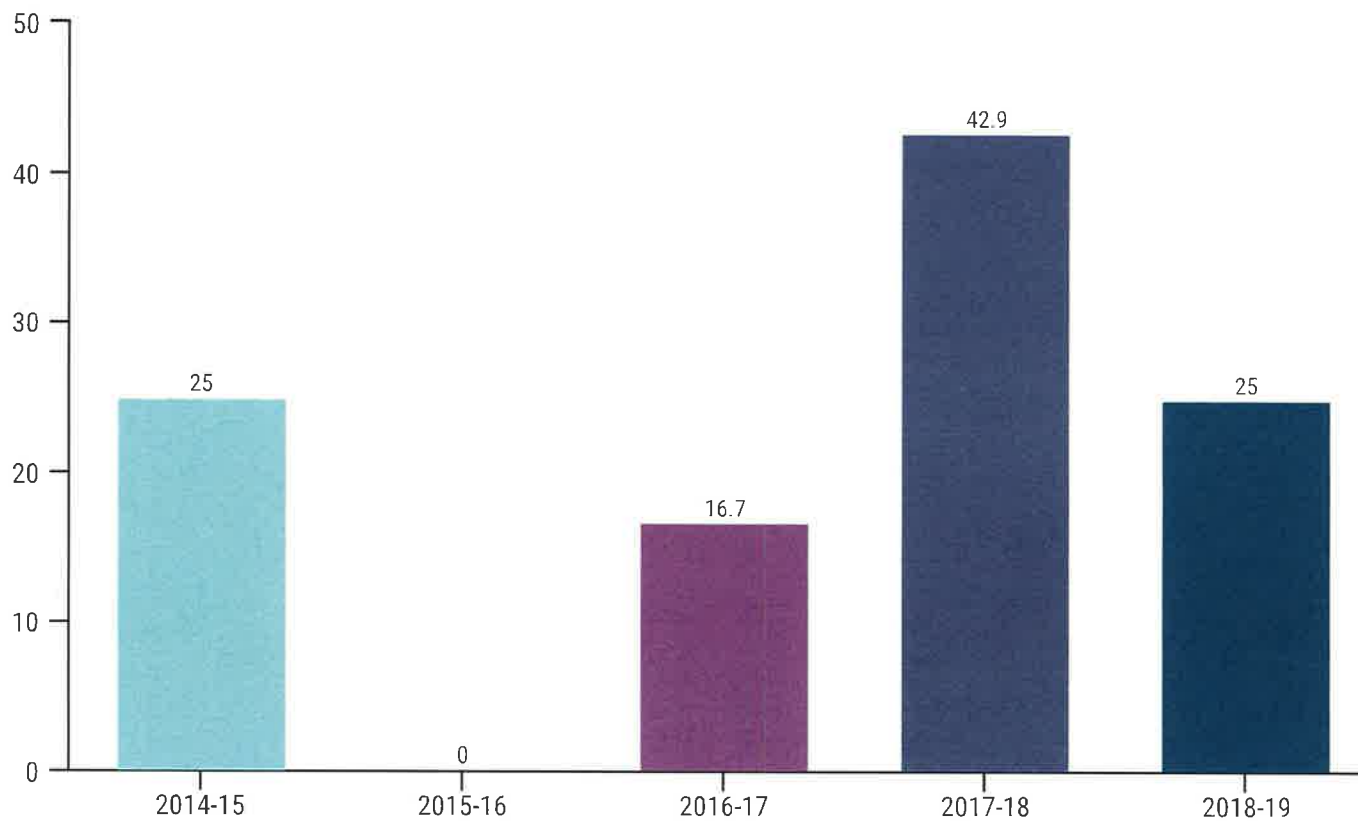
of new FPA hires are  
40+ years of **age**



25%

of new FPA hires are members  
of a **minority group**

# Principals/Assistant Principals (FPA) Minority New Hires-5 Year Trend Data



*\*Data in percentages*

# Fairbanks Education Association (FEA)

Certified Teachers  
As of October 21, 2019

**881** FEA members  
a decrease of 24 FEA members  
from the previous reporting period

**89** new hires

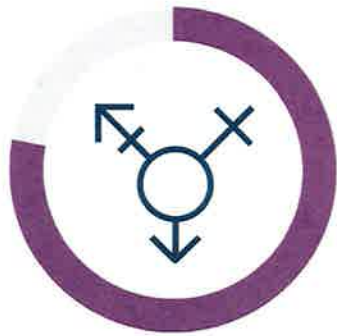
**47** retired

**0** FEA layoffs  
first time since FY 2012-2013

**53** resigned  
1 employee was terminated

**11.4%** turn over  
1% DECREASE from last year

# Certified Teachers FEA New Hires



78%

of new FEA hires are **female**



28%

of new FEA hires are  
40+ years of **age**

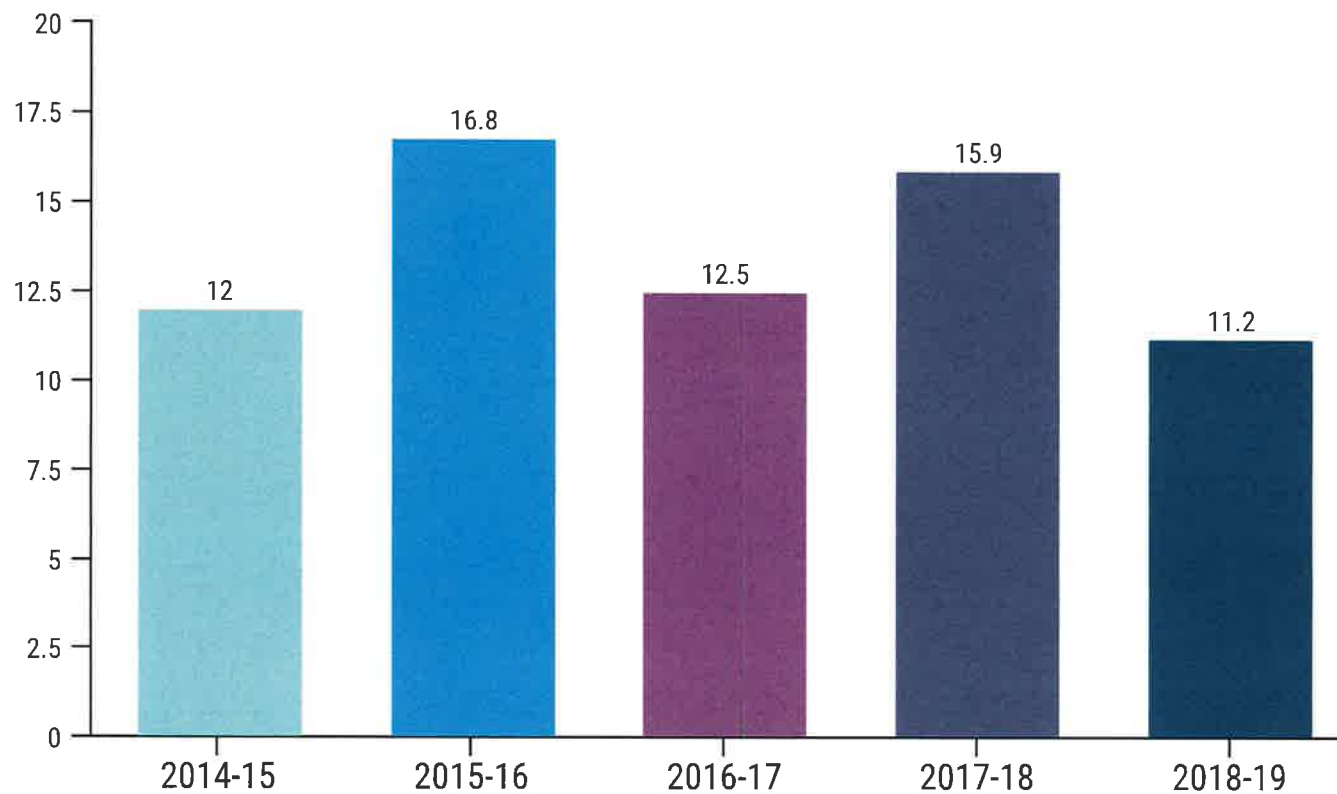


11.2%

of new FEA hires are  
members of a **minority group**

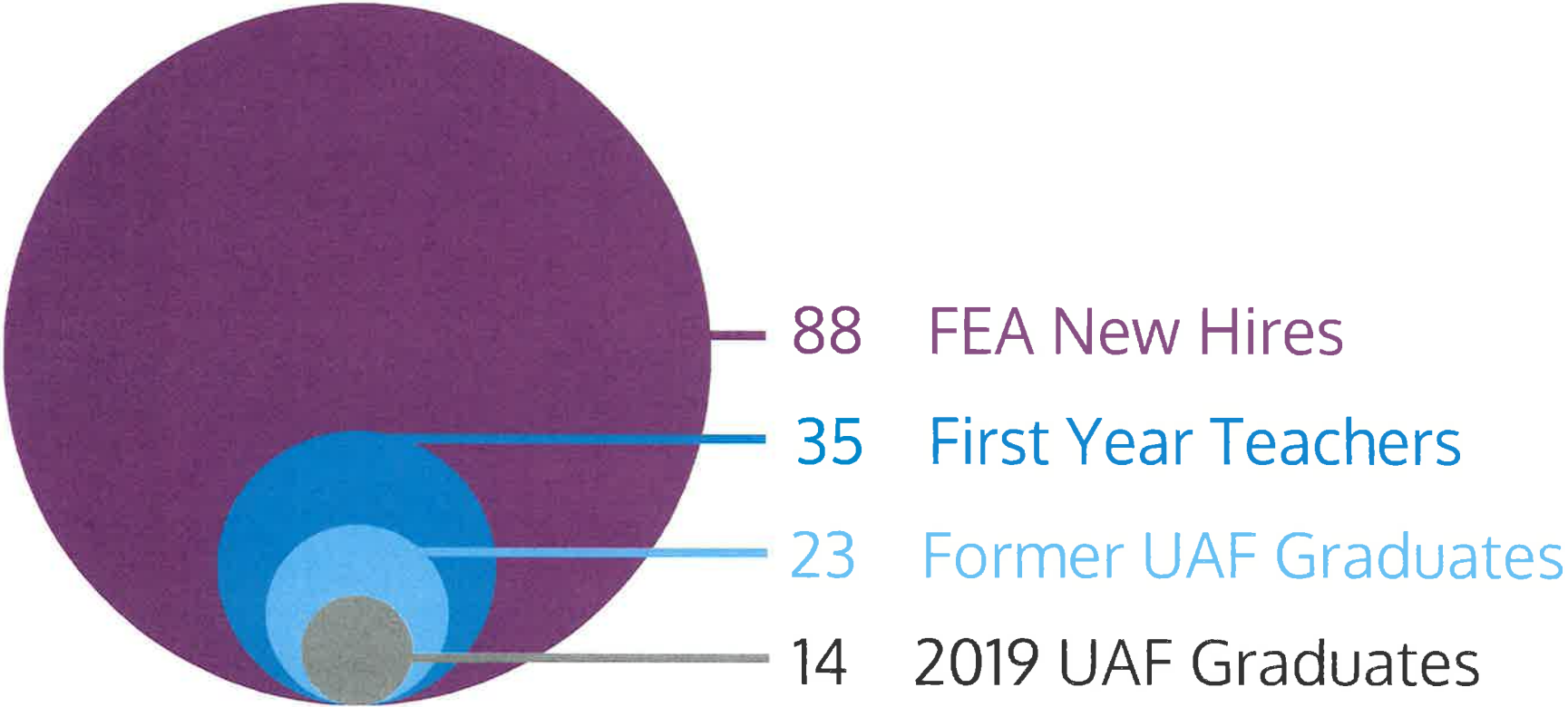


# Certified Teachers (FEA) Minority New Hires-5 Year Trend Data



*\*Data in percentages*

# Certified Teachers (FEA) New Hire Statistics



# Educational Support Staff Association (ESSA)

Classified Staff

As of October 21, 2019

**851** ESSA members

**197** hired

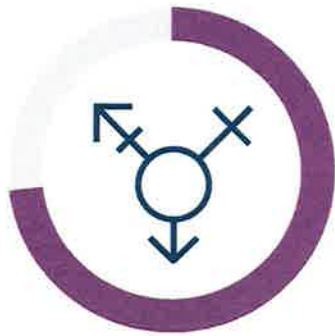
**139** resigned  
10 ESSA staff members were terminated

**1** layoff

**27** retired

**19.5%** turn over  
2.9% INCREASE from last year

# Classified Staff ESSA New Hires



73%

of new ESSA hires are **female**



41%

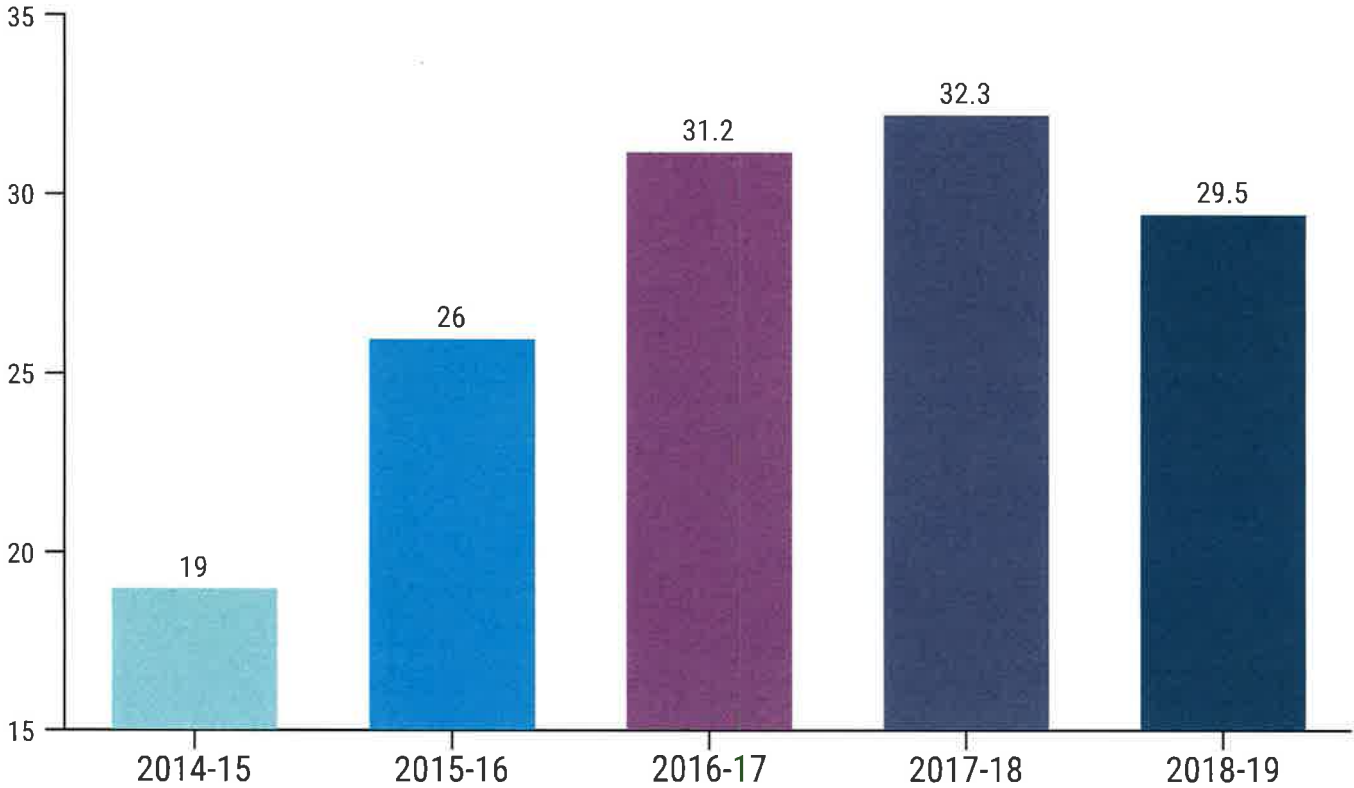
of new ESSA hires are  
40+ years of **age**



29.5%

of new ESSA hires are  
members of a **minority group**

# Classified Staff (ESSA) Minority New Hires-5 Year Trend Data



*\*Data in percentages*

# Non-Represented Staff

(Formerly Exempt)

As of October 21, 2019

**107** non-represented  
staff

**23** hired

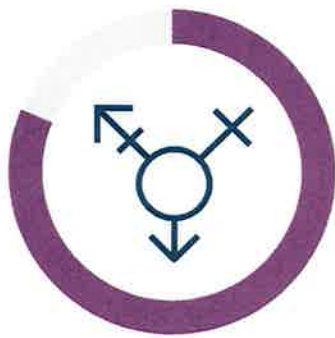
**12** left the district  
1 non-represented staff  
member was terminated

**3** retired

**8** resigned

**10.2%** turn over  
9.6% DECREASE from last year

# Non-Represented Staff New Hires



74%

of new non-represented hires  
are **female**



57%

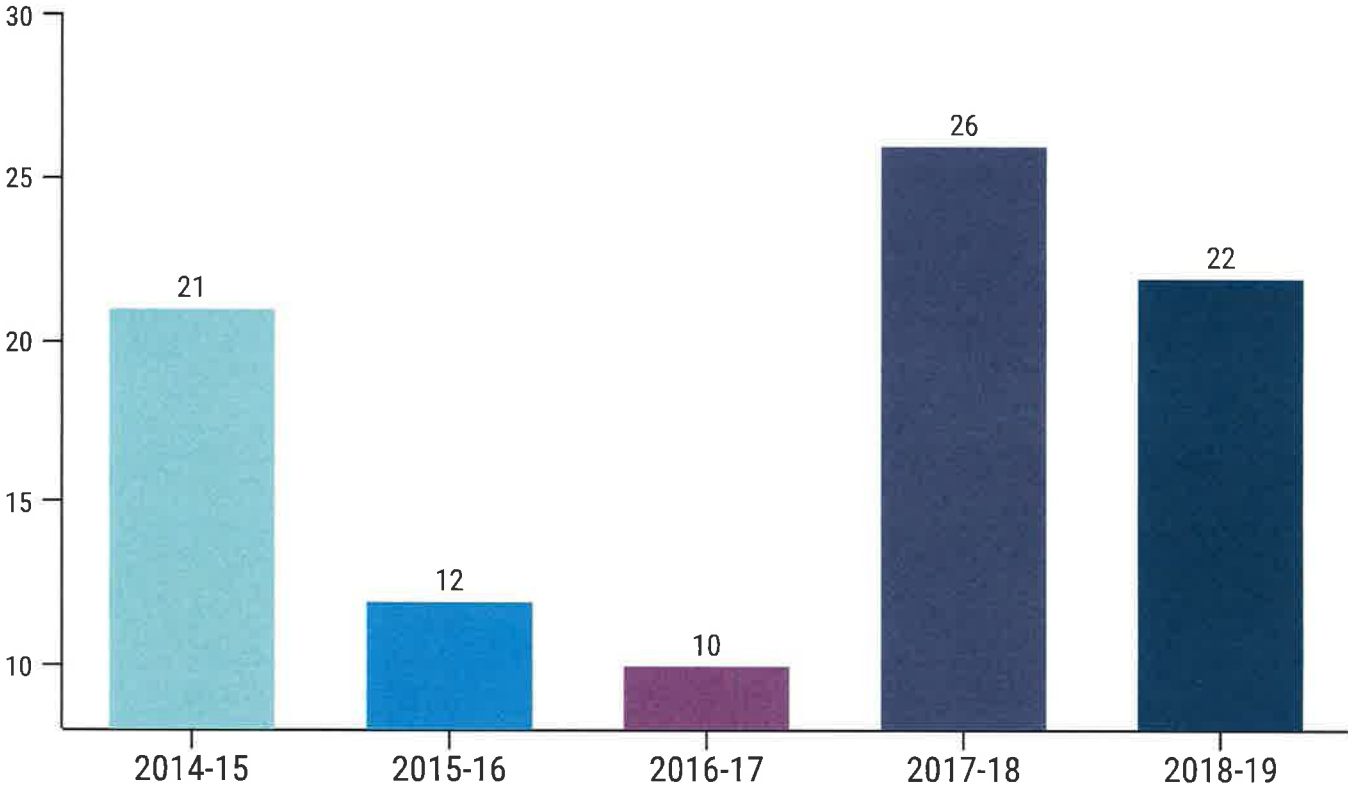
of new non-  
represented hires  
are 40+ years of **age**



21.8%

of new non-represented hires  
are members of a **minority**  
**group**

# Non-Represented Staff Minority New Hires-5 Year Trend Data



*\*Data in percentages*



# Substitute Teachers/Temporary Workers As of October 21, 2019

**950** subs and temps  
average daily count; temps fill in  
for absent classified staff and  
<15 hr/week employees

**338** hired  
subs and temps

**\$140** certified  
short-term subs  
valid Alaska teacher certificate  
required to earn \$140/day

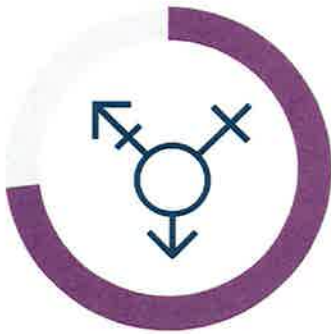
**20** days+  
valid Alaska teacher certificate required  
for long-term subs; pay rate aligns with  
teacher's salary schedule.

**\$126** non-certified  
short-term subs  
48 college credit hours or  
Associate's degree required to  
earn \$126/day

**93%** average fill rate  
for substitute teachers, a 2% decrease from  
last year

**65%** average fill rate  
for temporary workers, comparable to  
previous years

# Substitute Teachers/Temporary Workers New Hires



73%

of new Sub/Temp hires are  
**female**



35%

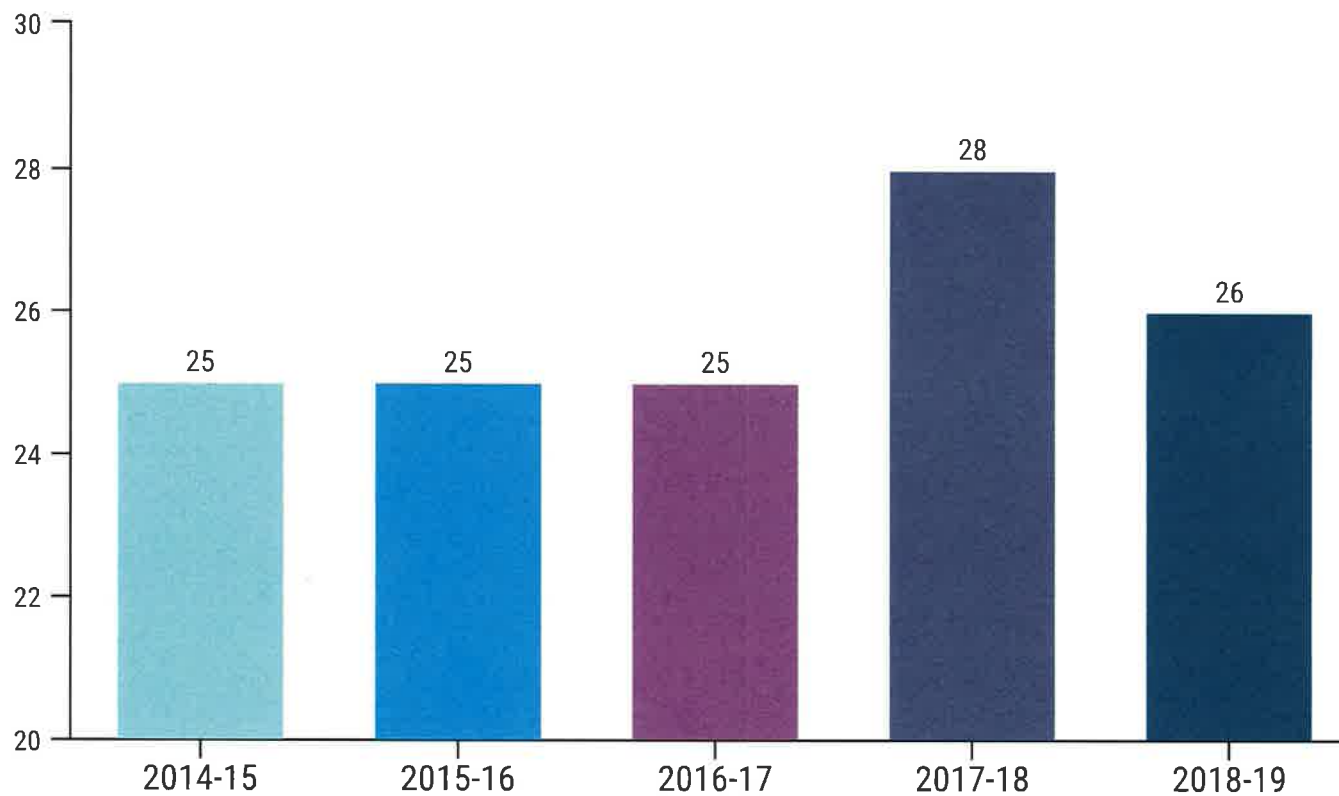
of new Sub/Temp are 40+  
years of **age**



26%

of new Sub/Temp hires are  
members of a **minority group**

# Substitute Teachers/Temporary Workers Minority New Hires-5 Year Trend Data



*\*Data in percentages*

# Sub/Temp Recruiting Events Sub Round-Up 2019



10

Attended

new hire orientation during the month of November 2019 and used a fingerprint voucher.



24

Participants

attended the Sub Round-Up. Participants heard from hiring managers, received resume and interview tips, onsite application help, and **received a fingerprint voucher (\$49 value)** to use in November 2019.



2nd

Annual

Sub Round-Up took place in October 2019.

# Job Fairs

## Recruiting and Staffing

39

### UAF Fall Job Fair

attended the UAF Fall Job Fair with focus on recruiting UAF students for temporary and substitute positions.

28

### North Pole Winterfest Bazaar

attended the NP Winterfest Bazaar with focus on recruiting subs and temps for the North Pole/Eielson area.

100

### Dept. of Labor

attended the Dept. of Labor job fair with focus on recruiting for all open positions, specifically nutrition services and on-call custodians.

51

### FNSB Job Fair

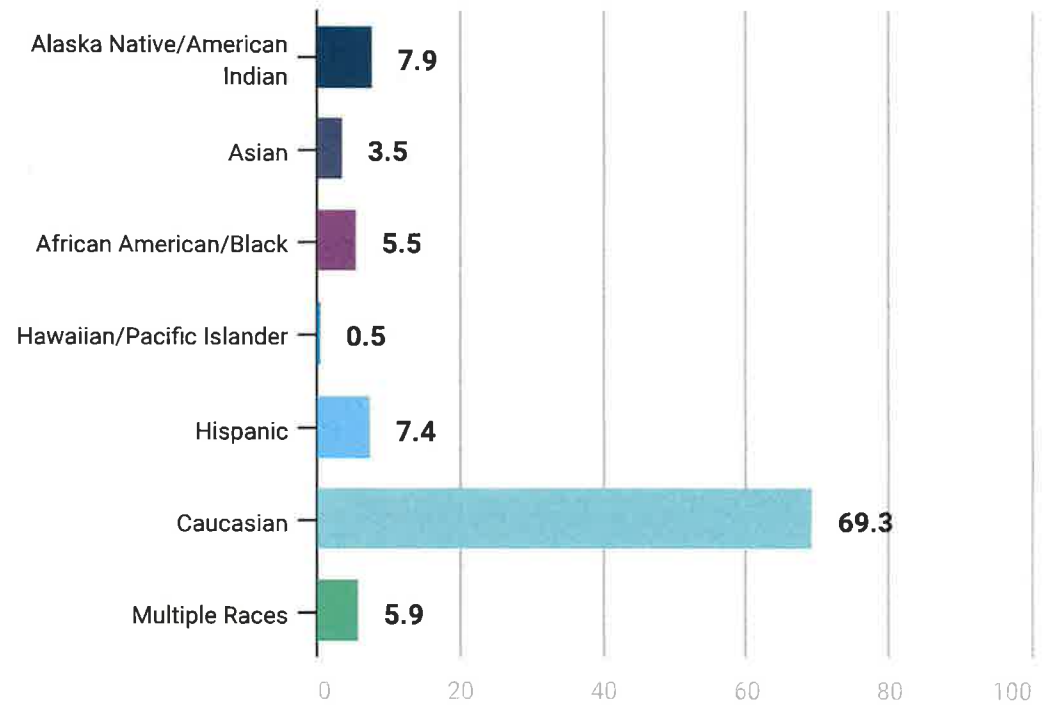
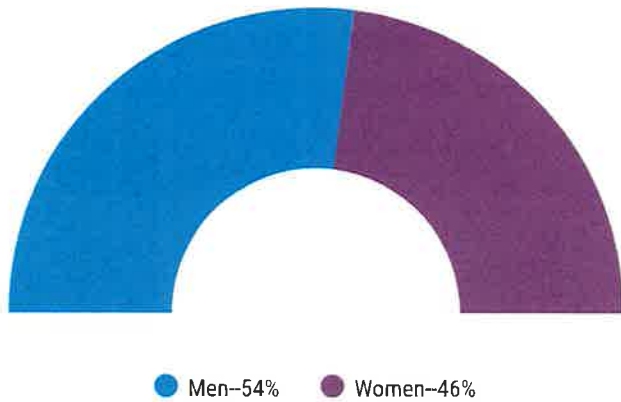
attended the FNSB Job Fair with focus on recruiting for all open positions, specifically nutrition services and on-call custodians.

43

### UAF Spring Job Fair

attended the UAF Spring Job Fair with focus on recruiting UAF students for temporary and substitute positions.

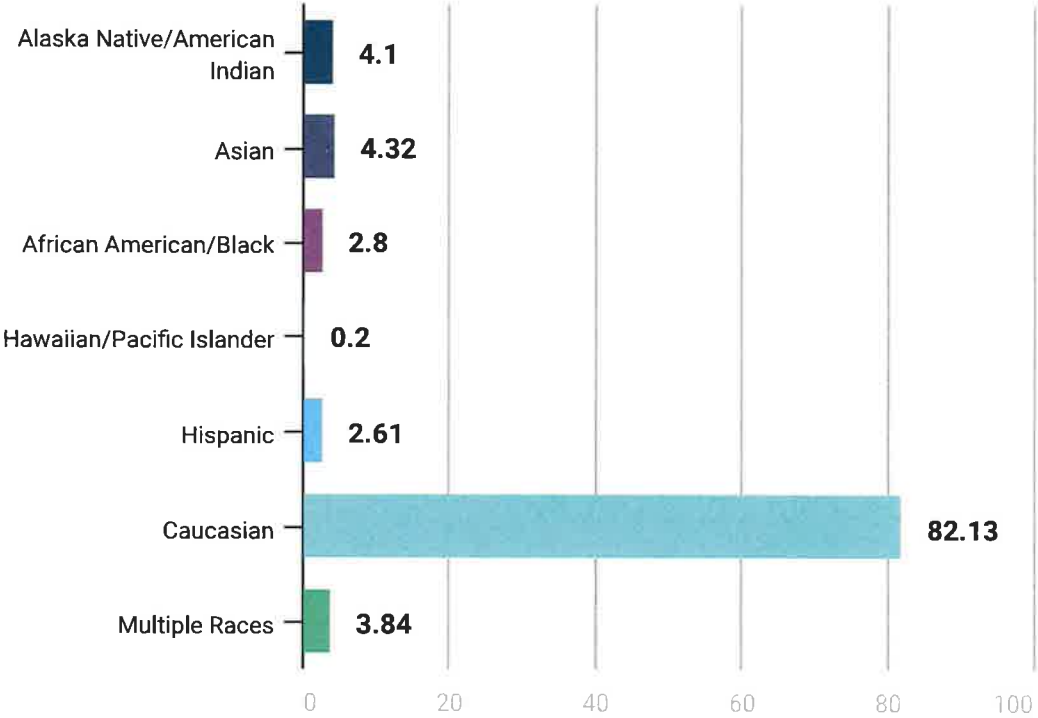
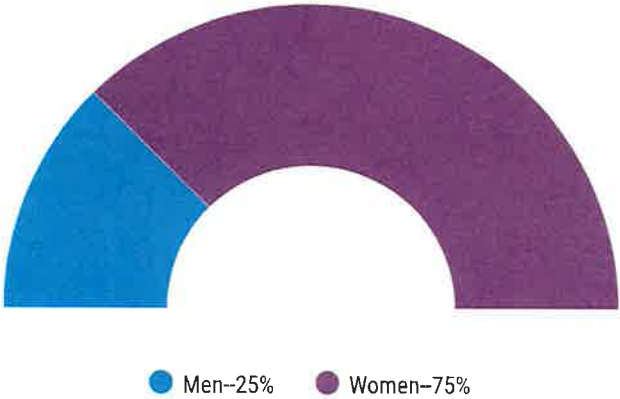
# Fairbanks North Star Borough Population



Data estimates from July 1, 2019 from the United States Census Bureau.

\*Data in percentages

# FNSBSD Staff Population



Data as of January 28, 2020.

\*Data in percentages



IDAP

# Inclusion & Diversity Action Plan





## Goal 1

Form a standing Inclusion and Diversity focus group composed of members from the diversity committee, community members, staff, and key members of the Fairbanks Coalition Builders (FCB) team.



## Goal 2

Promote the Fairbanks North Star Borough School District as a highly desirable employer that offers an environment where differences are valued, respected, and celebrated.



## Goal 3

Compile a core set of programs and training for staff, students, and the community designed to support the district's commitment to inclusion and diversity.



## Goal 4

Continually evaluate the recruiting and employment process to identify and remove barriers and ensure the District is identifying, attracting, hiring, and retaining a diverse pool of qualified staff.

## IDAP Committee

Principals (2)  
EEO Officer  
Recruiting/Staffing Coordinator  
Community Members (2)  
Support Staff



**Thank You**

**Human Resources – Annual Staffing Report  
New Hire Activity and Demographics  
School Year 2018-2019**

**Principals/Assistant Principals (FPA)**

As of October 21, 2019, the district employed a total of 44 FPA members (29 principals and 15 assistant principals). In SY 2018-2019, two FPA members retired and one resigned. This resulted in a 6.8% turnover rate, a 7.2% decrease from the previous year.

Principal New Hires – FPA (July 23 – October 21, 2019)

Principals	2
Assistant Principals	2
<b>Total</b>	<b>4</b>

**FPA New Hire Demographics**

<u>Gender</u>	<u>Number Hired</u>	<u>Percentage Hired</u>
Male	3	75%
Female	1	25%

<u>Age</u>	<u>Number Hired</u>	<u>Percentage Hired</u>
Less than 40 Years of Age	0	0%
40+ Years of Age	4	100%

<u>Ethnicity</u>	<u>Number Hired</u>	<u>Percentage of Total Hired</u>
African American	0	0.0%
Alaska Native	0	0.0%
American Indian	0	0.0%
Asian	0	0.0%
Hawaiian/Pacific Islander	0	0.0%
Hispanic	0	0.0%
Caucasian	3	75.0%
Multiple Races*	1	25.0%
<b>Total</b>	<b>4</b>	<b>100%</b>

*\*2016-2017 was the first year the category “multiple races” was tracked.*

Minority FPA New Hires – Trend Data

<u>Year</u>	<u>Minority Hires</u>	<u>Caucasian Hires</u>
SY 18-19	25.0%	75.0%
SY 17-18	42.9%	57.1%
SY 16-17	16.7%	83.3%
SY 15-16	0.0%	100.0%
SY 14-15	25.0%	75.0%

### **Certified Teachers (FEA)**

As of October 21, 2019, the district employed a total of 881 certified FEA members which represents a decrease of 24 from the previous reporting period. In school year 2018-2019, 100 certified FEA staff left the district. Of those, 53 resigned, and 47 retired. This resulted in an 11.4% turnover rate for teachers, a 1.0% increase from the previous year.

For the first time since SY 2012-2013, there were no teachers laid off at the end of SY 2018-2019.

- All teachers must hold and maintain an active Alaska teaching certificate. Most teachers are also required to carry an endorsement that aligns with their subject area. For example, an English teacher must be endorsed in English and a special education teacher must carry a special education endorsement.
- The Every Student Succeeds Act (E.S.S.A.) legislation eliminated the former “highly qualified” designation for teachers. Individual states now have the ability to set their own standards and determine how teachers meet those requirements.
  - The district has developed new guidelines for endorsement requirements in the areas of science and social studies that allow for more flexibility in hiring.
  - Reporting to the state shifted from “highly qualified” to the following:
    - Inexperienced teacher – 1<sup>st</sup> year teacher
    - Out-of-field teacher – a teacher teaching a subject area in which they do not hold an endorsement
    - Ineffective teacher – a teacher who was on a plan or improvement (non-tenured) or a plan of professional growth (tenured)
- The district has a number of support services in place for first year teachers, including three instructional coaches and two instructional technology coaches. In 2017, the Teaching and Learning Department launched a New Teacher Cohort Class to support first year teachers. A resource site has been created on topics such as classroom management, data analysis (MAP, AIMSWeb) and communication with parents and students. At the end of January 2020, 20 new-to-profession teachers participated in the statewide RTI/MTSS Effective Instruction conference in Anchorage. Elementary teachers have an option participate in one-day sessions focusing on literacy. Ongoing coaching support is available to all teachers, with prioritized support to teachers new to the District and new to the profession, even beyond the first year.
- Shortages continue to exist in special education (SPED), to include teachers, speech language pathologists, physical therapists, school psychologists, and occupational therapists. For difficult to fill SPED positions, the district relies on contractors.
- Five SPED teachers are currently working with SPED waivers. SPED waivers come into play when the district is unable to recruit teachers who hold a valid teaching certificate with a special education endorsement. Per 4 AAC 12.340, districts may request that the Department of Education grant a waiver for up to three years for applicants/employees

who are currently enrolled in a SPED degree program and making satisfactory progress towards completion of their program.

Certified New Hires – FEA (August 10 – October 21, 2019)

Elementary Teachers	39
Secondary Teachers	19
Special Education Teachers	10
Music	7
Special Education Specialists (OT, PT, Psych, ELP)	5
Counselors	2
Librarians	1
Other (Mentors, Facilitators, Specialists, JROTC)	6
Total	89

*Note: Of the 89 certified new hires (FEA), 35 (39.3%) are first year teachers and 14 (15.7%) of those are 2019 graduates from the University of Alaska Fairbanks. A total of 23 of the new hires have earned a degree from UAF at some point prior to employment with the district.*

**FEA New Hire Demographics**

<u>Gender</u>	<u>Number Hired</u>	<u>Percentage Hired</u>
Male	20	22%
Female	69	78%

<u>Age</u>	<u>Number Hired</u>	<u>Percentage Hired</u>
Less than 40 Years of Age	64	72%
40+ Years of Age	25	28%

<u>Ethnicity</u>	<u>Number Hired</u>	<u>Percentage of Total Hired</u>
African American	3	3.4%
Alaska Native	1	1.1%
American Indian	1	1.1%
Asian	0	0.0%
Hawaiian/Pacific Islander	0	0.0%
Hispanic	1	1.1%
Caucasian	79	88.8%
Multiple Races*	4	4.5%
<b>Total</b>	<b>89</b>	<b>100%</b>

*\*2016-2017 was the first year the category "multiple races" was tracked.*

Minority FEA New Hires – Trend Data

<u>Year</u>	<u>Minority Hires</u>	<u>Caucasian Hires</u>
SY 18-19	11.2%	88.8%
SY 17-18	15.9%	84.1%
SY 16-17	12.5%	87.5%
SY 15-16	16.8%	83.2%
SY 14-15	12.0%	88.0%



**Classified Staff (ESSA)**

As of October 21, 2019, the district employed a total of 851 ESSA members which represents an increase of 18 from last year's reporting period. In SY 2018-2019, 176 classified staff left the district. Of those, 139 resigned, 27 retired, and 10 were terminated. This resulted in a 19.5% turnover rate for classified staff, a 2.9% increase from last year.

One classified staff was laid off at the end of the 2018-2019 school year, and they accepted a different ESSA position.

- Paraprofessionals assigned to instructional duties in Title I schools are required to meet the Paraprofessional Highly Qualified requirements. To be highly qualified, a paraprofessional must have an associate's degree or higher, have 48 college credit hours, or pass the ParaPro assessment. The new E.S.S.A. legislation did not change the requirement of instructional paraprofessionals to be highly qualified. Non-instructional classified employees, such as custodians and secretaries, are not subject to highly qualified requirements.
- Starting with the 2018-19 school year, all elementary schools implemented full day kindergarten which resulted in an additional teaching assistant in each kindergarten classroom.

**Classified New Hires (October 22, 2018 – October 21, 2019)**

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Aides/Tutors/Assistants	113
Custodians	32
Nutrition Services	18
Clerical	15
School Nurses/LPN/Health Assistants	9
Specialists	3
Technicians	3
Library Associate/Assistants	2
Warehouse/Laborer	1
Psychologist Intern	1
Total	197



**Classified New Hire Demographics**

<u>Gender</u>	<u>Number Hired</u>	<u>Percentage Hired</u>
Male	53	27%
Female	144	73%

<u>Age</u>	<u>Number Hired</u>	<u>Percentage Hired</u>
Less than 40 Years of Age	116	59%
40+ Years of Age	81	41%

<u>Ethnicity</u>	<u>Number Hired</u>	<u>Percentage of Total Hired</u>
African American	9	4.6%
Alaska Native	8	4.1%
American Indian	2	1.0%
Asian	14	7.1%
Hawaiian/Pacific Islander	0	0.0%
Hispanic	9	4.6%
Caucasian	139	70.5%
*Multiple Races	16	8.1%
<b>Total</b>	<b>197</b>	<b>100%</b>

*\*2016-2017 was the first year "multiple races" was tracked.*

**Minority New Hires – Trend Data**

<u>Year</u>	<u>Minority Hires</u>	<u>Caucasian Hires</u>
SY 18-19	29.5%	70.5%
SY 17-18	32.3%	67.7%
SY 16-17	31.2%	68.8%
SY 15-16	26%	74%
SY 14-15	19%	81%

**Non-Represented Staff**

As of October 21, 2019, the district employed a total of 107 non-represented staff. In SY 2018-2019, 12 non-represented staff left the district. Of those, eight resigned, three retired, and one was terminated. This resulted in a 10.2% turnover rate, a 9.6% decrease from the previous reporting period. Non-represented positions, such as coordinators and directors, are positions that are not part of any bargaining unit.

**Non-Represented New Hires (October 22, 2018 – October 21, 2019)**

Assistant Directors	2
Coordinators	8
Custodial Manager	1
Directors	3
Manager/Supervisor	2
Secretaries/Executive Assistants	3
Social Service Managers	4
Total	23

**Non-Represented New Hire Demographics**

<u>Gender</u>	<u>Number Hired</u>	<u>Percentage Hired</u>
Male	6	26%
Female	17	74%

<u>Age</u>	<u>Number Hired</u>	<u>Percentage Hired</u>
Less than 40 Years of Age	10	43%
40+ Years of Age	13	57%

<u>Ethnicity</u>	<u>Number Hired</u>	<u>Percentage of Total Hired</u>
African American	1	4.4%
Alaska Native	1	4.4%
American Indian	0	0.0%
Asian	0	0.0%
Hawaiian/Pacific Islander	0	0.0%
Hispanic	0	0.0%
Caucasian	18	78.2%
Multiple Races*	3	13.0%
<b>Total</b>	<b>23</b>	<b>100%</b>

*\*2016-2017 was the first year "multiple races" was tracked.*

Minority New Hires – Trend Data

<u>Year</u>	<u>Minority Hires</u>	<u>Caucasian Hires</u>
SY 18-19	22%	78%
SY 17-18	26%	74%
SY 16-17	10%	90%
SY 15-16	12%	88%
SY 14-15	21%	79%

### **Substitute Teachers/Temporary Workers**

The number of substitute teachers and temporary employees fluctuates on a daily basis, averaging around 950. Temporary employees include on-call employees who fill in for absent classified staff and <15 hour/week employees such as break aides.

- There are three classifications of substitute teachers employed by the district.
  - Non-certified short term subs – Minimum of 48 hours of college credit or an associate’s degree is required; pay is \$126/day.
  - Certified short term subs – Valid Alaska teacher certification required in order to earn \$140/day certified sub rate; assignments are for fewer than 20 consecutive days in the same classroom.
  - Long term subs – Valid Alaska teacher certification required; long term sub assignments are for 20 or more consecutive days in the same classroom; pay rate is commensurate with the teacher’s salary schedule.
- Fill rates are a calculation of the number of substitute teachers and temporary workers who have accepted an assignment divided by the number of absences for the day.
  - Substitute teacher fill rate: The average fill rate this year is 93%, which is 2% lower than last year.
  - Temporary worker fill rate: The average fill rate this year is 65%, which is 0.9% lower than last year. Temporary workers fill support staff absences such as special education aides, custodians, and tutors.
  - Overall, district employee absences have increased in comparison to last year, most notably in the 9-10 month ESSA employee group. Increased absences result in lower fill rates as there are more absences to cover with the same sub/temp workforce. *NOTE: This increase could be attributed to an increase in absences being logged into Aesop. Previously not all employees were recording absences in the system.*
  - Over the course of the school year, fill rates fluctuate by several percentage points in either direction. The rate drops slightly at the beginning and end of the school year and also when the demand is especially high, which may occur when a group of teachers are attending a training or right before holidays.
- Sub Round Up: In October 2019, Human Resources held its second annual Sub Round Up. This event brought in 24 participants, 10 of which attended new hire orientation during the month of November.
- Effective November 2019, a holiday rate was implemented offering substitute teachers an increased hourly rate for picking up positions between November 15th and December 20th, when the district experiences a high volume of absences. The fill rate during this period increased by 1.75% compared to last year.
- Beginning in January 2020, the District implemented a travel incentive stipend to increase fill rates at outlying schools. Any substitute teacher or temporary employee who accepts an assignment at Ben Eielson, Crawford, Anderson, Two Rivers, or Salcha now

receives an extra \$15/day travel stipend.

New Hire Substitute Teachers and Temporary Workers (October 22, 2018 – October 21, 2019)

Substitute Teacher	221
Temporary Workers	117
<b>Total</b>	<b>338</b>

<u>New Hires</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>Change (+/-)</u>
Substitute Teachers	350	264	221	-43
Temporary Workers	135	144	117	-27
<b>Total</b>	<b>485</b>	<b>408</b>	<b>338</b>	<b>-70</b>

Substitute Teacher/Temporary Worker New Hire Demographics

<u>Gender</u>	<u>Number Hired</u>	<u>Percentage Hired</u>
Male	90	27%
Female	248	73%

<u>Age</u>	<u>Number Hired</u>	<u>Percentage Hired</u>
Less than 40 Years of Age	220	65%
40+ Years of Age	118	35%

<u>Ethnicity</u>	<u>Number Hired</u>	<u>Percentage of Total Hired</u>
African American	17	5.0%
Alaska Native	5	1.5%
American Indian	3	0.9%
Asian	9	2.7%
Hawaiian/Pacific Islander	2	0.6%
Hispanic	22	6.5%
Caucasian	251	74.2%
*Multiple Races	29	8.6%
<b>Total</b>	<b>338</b>	<b>100%</b>

*\*2016-2017 was the first year the category "multiple races" was tracked.*

Minority New Hires – Trend Data

<u>Year</u>	<u>Minority Hires</u>	<u>Caucasian Hires</u>
SY 18-19	26%	74%
SY 17-18	28%	72%
SY 16-17	25%	75%
SY 15-16	25%	75%
SY 14-15	25%	75%