



FAIRBANKS NORTH STAR BOROUGH SCHOOL DISTRICT
Human Resources Department

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February 28, 2017

To: School Board Members

Thru: Dr. Karen Gaborik, Superintendent

Fr: Wendy Tisland, Executive Director
Human Resources

Re: New Hire Activity and Demographics

Executive Summary

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 make up 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 2015 - October 2016).

This report provides basic demographic data related to new hires only. A fuller picture of the demographic make up of all employees in the district will be provided through the Affirmative Action Plan presentation scheduled for later this spring.

Attachment: Hiring Report – February 2017

**Human Resources – Hiring Report
New Hire Activity and Demographics
February 2017**

Certified Principals (FPA):

As of October 21, 2016, the district employed a total of 41 FPA members (26 principals and 15 assistant principals). In SY 2015-2016, one FPA member retired and two resigned. This resulted in a 7.3% turnover rate. (Turnover rates are determined by the number of employees who left the district divided by the average number of total employees in each employment category.)

Principal New Hires – FPA (July 18 – October 15, 2016)

Principals	2
Assistant Principals	2
Total	4

Certified Teachers (FEA):

As of October 21, 2016, the district employed a total of 921 certified FEA members; a decrease of nine from the 2015-2016 report period. In school year 2015-2016, 93 certified FEA staff left the district. Of those, 36 retired, 51 resigned, and six were terminated. This resulted in a 9.4% turnover rate for teachers.

- 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 new Every Student Succeeds Act (ESSA) legislation eliminated the former “highly qualified” designation. Individual states now have the ability to set their own standards and determine how teachers meet those requirements. The State of Alaska Department of Education has not yet finalized their plan and communicated to school districts how they will be required to report teacher qualifications and what the accountability guidelines will look like.
- The district has a number of support programs in place for first year teachers, including mentor teachers and content coaches. Unfortunately, this school year is the last year for the Alaska Statewide Mentor Project Urban Growth Opportunity (UGO) initiative. This grant-funded program has been in place to increase teacher retention by providing assistance to new teachers in classroom organization and management, instructional planning, delivery of effective instruction, and differentiation.
- Shortages continue to exist primarily in special education/SPED (teachers, speech language pathologists, physical therapists, school psychologists, and occupational therapists). For difficult to fill SPED positions, the district relies on contract hires to work with district students.
- Three 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 the Department of Education grant a waiver for up to three years for applicants/employees who are currently enrolled in a SPED program and making satisfactory progress towards completion of their program.

- Of the two teachers laid off at the end of SY 2015-2016, one has been recalled to a partial assignment and one accepted a voluntary transfer to a different position.

Certified New Hires – FEA (August 10 – October 15, 2016)

Elementary Teachers	46
Secondary Teachers	24
Special Education Teachers	11
Librarians	5
Special Education Specialists (OT, PT, Psych)	2
Counselors	4
Other (Mentors & Facilitators)	4
Total	96

Note: Of the 96 certified new hires, 44 (46%) are first year teachers and, 29 (30%) of those were recruited from UAF.

Certified New Hire Demographics (FPA & FEA)

Gender	Number Hired	Percentage Hired
Male	18	19%
Female	78	81%
Total	96	100%

Age	Number Hired	Percentage Hired
Less than 40 Years of Age	69	72%
40+ Years of Age	27	28%

Ethnicity	Number Hired	Percentage of Total Hired
American Indian	2	2.1%
Alaska Native	4	4.2%
Asian	4	4.2%
Black	2	2.1%
Hawaiian/Pacific Islander	0	0.0%
Hispanic	4	4.2%
Caucasian	80	83.2%
Total	96	100%

Minority New Hires – Trend (SY12-13 – SY16-17)

Year	Minority Hires	Caucasian Hires
SY 16-17	16.8%	83.2%
SY 15-16	12.0%	88.0%
SY 14-15	15.0%	85.0%
SY 13-14	15.0%	85.0%
SY 12-13	14.0%	86.0%

Classified Staff (ESSA):

As of October 21, 2016, the district employed a total of 846 ESSA members; a decrease of seven from last year's reporting period. In SY 2015-2016, 148 classified staff left the district. Of those, 115 resigned, 28 retired, four were terminated and one passed away. This resulted in a 16.9% turnover rate for classified staff.

- As of Paraprofessionals assigned to instructional duties in Title I schools and those with at least part of their salary paid for in a Title I Targeted Assistance school 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 ESSA 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.
- Shortages exist in specialized positions such as speech language pathology assistants, certified occupational therapy assistants, and higher level autism behavior specialists.
- Shortages also exist in positions that require a highly qualified designation, in particular special education aides at Title I Schools.
- Recruiting for higher level positions such as school nurses and maintenance technicians continues to be a significant challenge due to the salary differential between the school district and private industry.
- Of the 13 classified staff who were laid off at the end of the 2015-2016 school year, two have been recalled, two accepted other positions, three resigned, and one remains on the layoff list. Five of the original 13 layoffs were later rescinded.

Classified New Hires (October 22, 2015 – October 21, 2016)

Aides/Tutors/Assistants	75
Custodians	23
Nutrition Services	13
Clerical	13
Nurses	6
Technicians	6
Other (Laborers/Expeditors)	2
Library Associate/Assistants	9
Special Education (other than Aides)	1
Specialists	5
Liaison	1
Total	154

Classified New Hire Demographics

Gender	Number Hired	Percentage Hired
Male	39	25%
Female	115	75%
Total	154	100%

Age	Number Hired	Percentage Hired
Less than 40 Years of Age	98	64%
40+ Years of Age	56	36%
Total	154	100%

Ethnicity	Number Hired	Percentage of Total Hired
American Indian	1	1%
Alaska Native	10	6%
Asian	8	5%
Black	13	8%
Hawaiian/Pacific Islander	2	1%
Hispanic	5	5%
Caucasian	115	74%
Total	154	100%

Minority New Hires – Trend (SY12-13 – SY16-17)

Year	Minority Hires	Caucasian Hires
SY 16-17	26%	74%
SY 15-16	19%	81%
SY 14-15	18%	82%
SY 13-14	24%	76%
SY 12-13	24%	76%

Exempt Staff

As of October 21, 2016, the district employed a total of 94 exempt staff, an increase of five from the SY 2015-2016 hiring period. In SY 2015-2016, 15 exempt staff left the district. Of those, one retired, eight resigned, one was terminated, and five contracts were not renewed. Two new exempt positions were added during the budget process last year. This results in a 9.6% turnover rate.

- Exempt positions, such as coordinators and directors, are positions that are not part of any bargaining unit.

Exempt New Hires (October 22, 2015 – October 21, 2016)

Assistant Superintendent (Secondary)	1
Executive Director of Human Resources	1
Assistant Director of Labor Relations	1
Director of Nursing Services	1
Teaching and Learning Coordinator	2
Special Education Coordinator	2
Benefits Coordinator	1
Training Specialist	1
Network Administrator	1
Senior Human Resources Technician	3
Benefits Assistant	1
Human Resources Technician	2
Total	17

Exempt New Hire Demographics

Gender	Number Hired	Percentage Hired
Male	2	12%
Female	15	88%
Total	17	100%

Age	Number Hired	Percentage Hired
Less than 40 Years of Age	5	29%
40+ Years of Age	12	71%
Total	17	100%

Ethnicity	Number Hired	Percentage of Total Hired
American Indian	1	6%
Alaska Native	1	6%
Asian	0	0%
Black	0	0%
Hawaiian/Pacific Islander	0	0%
Hispanic	0	0%
Caucasian	15	88%
Total	17	100%

Minority New Hires – Trend (SY12-13 – SY16-17)

Year	Minority Hires	Caucasian Hires
SY 16-17	12%	88%
SY 15-16	21%	79%
SY 14-15	14%	86%
SY 13-14	11%	89%
SY 12-13	20%	90%

Substitutes/Temporary Workers

The number of substitute teachers and temporary employees fluctuates on a daily basis but averages around 1,000. Temporary employees include on-call employees who fill in for absent classified staff and <15 hour/week employees such as break aides and reading tutors.

- There are three classifications of substitute teachers employed by the district.
 - Certified short term subs – Active teacher certification required. Short term sub teacher assignments: fewer than 20 consecutive days in the same classroom.
 - Non-certified short term subs – In January 2017 the degree requirement for short-term substitute teachers was lowered from a bachelors degree to 48 hours of college credit or an associate's degree.
 - Long term subs – Active teacher certification is required. Long term sub teacher assignments: 20 or more consecutive days in the same classroom.
- 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 90%, which is consistent with previous years.
- Temporary worker fill rate: The average fill rate this year is 72%, an increase of 10% from last year. Temporary workers fill support staff absences such as special education aides 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.
- Fill rates are typically lower in outlying schools such as Two Rivers, Salcha, and Ben Eielson. Possible solutions include additional compensation for mileage or for time spent gaining access to military installations.
- Classroom management training for substitute teachers is currently being developed and will be incorporated into new hire orientation later this spring. In addition, the district will begin offering classroom management training sessions for current sub/temp employees.
- Recent recruitment outreach efforts for this employee group focused on the change in minimum qualifications. Highlights include:
 - North Pole Holiday Bazaar booth (25 inquiries)
 - UAF Career & Job Fair and fliers posted across campus (30 inquiries)
 - Social media presence (458 shares on Facebook)
 - Newspaper coverage (front page article)
 - Communication/flyers to school staff; some schools sent flyers home with students.

Substitute Teachers and Temporary Workers (October 22, 2015 – October 21, 2016)

Substitute Teacher	186
Temporary Workers	167
Total	353

New Hires	10/22/14 – 10/21/15	10/22/15-10/21/16	Change
Substitute Teachers	180	199	10.5% Increase
Temporary Workers	167	156	6.5% Decrease
Total	347	355	2% Increase

Current Sub/Temp Employees	Number Employed	Percentage
Certified Substitute Teachers	124	13%
Non-Certified Substitute Teachers	344	35%
Temporary Workers	515	52%

Substitute/Temporary Worker New Hire Demographics

<u>Gender</u>	<u>Number Hired</u>	<u>Percentage Hired</u>
Male	90	25%
Female	265	75%
Total	355	100%

<u>Age</u>	<u>Number Hired</u>	<u>Percentage Hired</u>
Less than 40 Years of Age	233	66%
40+ Years of Age	122	34%
Total	355	100%

<u>Ethnicity</u>	<u>Number Hired</u>	<u>Percentage of Total Hired</u>
American Indian	0	0%
Alaska Native	18	5%
Asian	14	4%
Black	30	8%
Hawaiian/Pacific Islander	2	1%
Hispanic	23	6%
Caucasian	268	76%
Total	355	100%

Minority New Hires – Trend (SY12-13 – SY16-17)

<u>Year</u>	<u>Minority Hires</u>	<u>Caucasian Hires</u>
SY 16-17	25%	75%
SY 15-16	25%	75%
SY 14-15	25%	75%
SY 13-14	22%	78%
SY 12-13	20%	80%