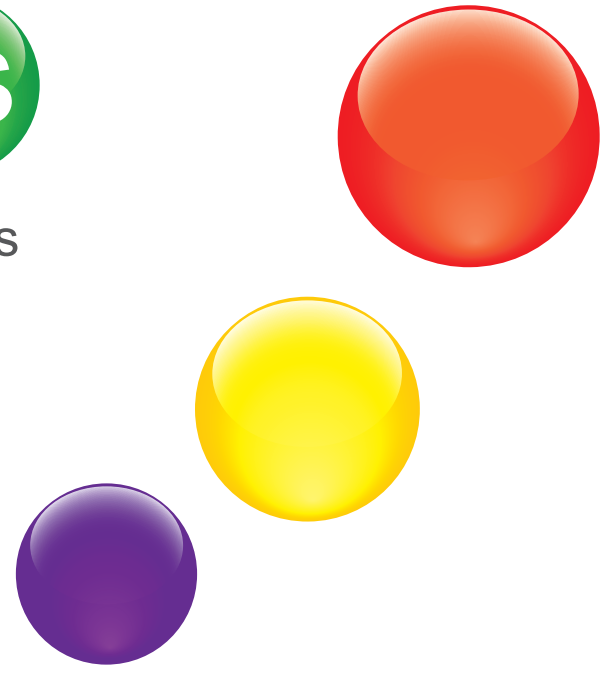


your solution for substitute management





Village Learning Solutions

Educational Staffing will provide your school with quantifiable cost savings opportunities as well as gains in operational efficiency.

Cost Savings

Allow us to handle the additional costs related to substitute teacher management

- Payroll & payroll taxes
- Administration staff salaries
- Job board advertising
- Hiring & screening
- Training & orientation costs

You can now spend your time focusing on the things that matter most to your school such as

- Curriculum development
- Growing your school
- Maintaining teacher morale
- Keeping parents and students engaged and satisfied

Improved Efficiency

- Eliminate the hours spent managing the substitute process, the people and the paperwork.
- Increased human resources productivity by allowing VLS-ES to implement year round recruiting, screening, training and staffing
- Reduce stress surrounding last minute absences.

Highly Qualified/Well Trained Substitutes

- Our substitutes are guaranteed to meet & exceed your education, experience, character and ability requirements
- All VLS-ES Substitutes will complete a thorough, professional training program on classroom management techniques and teaching strategies before being assigned to your school
- School-specific training is conducted to familiarize the teacher with your school's teaching methods, expectations and policies and procedures

Reporting

- We offer in-depth and easy-to-view reporting related to teacher absenteeism and other important data, to help identify work pattern trends and develop forecasting.

Contact us today to find out how Village Learning Solutions – Educational Staffing can start saving your school money and time, ultimately increasing the opportunity for student success!

Needs Analysis



Evaluate Your Substitute Management Needs

Check all that apply.

Which of these things have occurred at your school in the past 12 months?

- One of your employees calls in sick that morning.
- A planned vacation is coming up for an employee.
- An employee's pregnancy leave is approaching.
- An employee has an emergency family issue and can't come to work.
- You would like to send one of your employees for training for a day or two.
- One or more of your employees leave unexpectedly.
- You want to add on more staff, but would like to first observe their performance before making a long-term commitment.
- You urgently need to hire people, but can not afford the time and expense of placing ads, interviewing candidates and waiting for background check results.

What are your immediate staffing needs?

- Securing a highly trained, qualified group of subs to cover short-term, last-minute absences.
- Securing a sub to cover a future maternity leave.
- Securing subs to cover vacations throughout the year.
- Securing subs to cover short-term and or long-term leave due to sick or personal leave.

Which best describes how you currently handle teacher absences?

- We employ additional staff to ensure lack of coverage is eliminated.
- We have a list of subs we call on.
 Small pool of 1-3 subs Pool of 4-6 pool of 7-10 10 or more
- Administrative staff sometimes covers the classrooms.
- We use parent volunteers as substitutes.
- Please provide additional insight to your substitute management.

Village Substitute Management System

Village Learning Solutions

Educational Staffing combines a personal hands-on approach with cutting edge technology through VSMS. VSMS is efficient and easy to use. The benefits of our service are endless.

VSMS provides

- Automated web and phone based solutions
- Real-time absence data analysis and custom report building
- Reduced absenteeism through 24/7 tracking & accountability



Teachers will use VSMS to register their absences at any time by calling a toll-free number or by logging on via the web using a computer, a smart phone or a tablet.

School Administrators will have access from anywhere at anytime to obtain absenteeism data and invaluable reports.

The results are clear

Extensive reporting offers real benefits with real value

- Provides real-time reports with current and historical information
- The system is designed to fit your needs and can be formatted for Excel, Access, and HTML
- Reduces absenteeism through improved teacher accountability
- All reports can be customized to fit your individual needs

- Reduced substitute placement costs and increased efficiency
- Hours reclaimed for other school priorities
- Lower absenteeism rates through teacher accountability
- Ensured quality of substitutes in the classroom
- Improved communication among all school personnel

Additional Services

Village Learning Solutions

is comprised of two business entities

- VLS-ES: Business Focus = Educational Staffing
- VLS: Business Focus = Education Intervention & Reform

Here are a few programs you may offer your school some benefit now or in the future:

After School Programs Staffing

- VLS-ES works with school districts, individual schools and community-based organizations by providing a dedicated after-school program management team to acquire, train and retain highly qualified and trained professionals to facilitate your after school programs.



Our Clients

Village Learning Solutions

Educational Staffing specializes in providing substitute management solutions for Charter Schools, Private Schools and Child Care Centers. We understand that your school does not have the human or financial resources of a large school district. However, you still have the same responsibilities across the board, including managing absenteeism and substitute placement.

Common Challenges Among Our Clients

- Operate independently
- Administrative team often has large workloads
- Have small or no defined human resource departments
- Require high quality staff
- Desire more cost efficiency
- Difficulty maintaining an adequate pool of substitutes
- Can benefit from outsourcing administrative functions

Charter School

- The benefits and challenges of the autonomy granted by charter status are great.
- The 4000 plus charter schools in the U.S. all operate independently of their respective public school systems and, therefore, are responsible for their own human resources and substitute management.

Private Schools

- Private schools have different requirements than public schools within the same state. Many private schools have adopted specialized curriculum or teaching methodologies, requiring very specific skill sets for teachers and substitutes.
- Finding a substitute teacher for your school that is the “right fit” may be challenging, and VLS-ES specializes in meeting these challenges.

Child Care Centers

- Expectations in child care center staff quality are high. Child Care Centers have a vital role in teaching, therefore require much more training and education than babysitting.
- Child Care Centers often have fluctuating staffing needs, requiring the need to staff up or down quickly.

After School Program Development & Execution

- VLS develops customized after-school programs that are fun and engaging.
- Some of our program features include Skilled homework help, STEM programs, Art Programs, Study Skills and Health & Nutrition programs based on the Let's Move Initiative.

Intervention Programs

- Village Learning Solutions offers a variety of programs focused on supporting schools by providing 1-on-1 and small group tutoring. These programs can be facilitated during school day pull-out programs or after school.
- We provide research-based curriculums that have been proven successful in improving fluency in math & reading. We can also tutor using your existing programs.
- VLS provides the tutors, making your job a lot easier!



Substitute Teachers

Village Learning Solutions

Educational Staffing realizes that teacher absences are inevitable, but they don't have to be detrimental.

- Teacher absences are expensive; in fact according to The Center for American Progress, 5.3 percent of teachers are absent on any given day. Stipends for substitute teachers and associated administrative costs amount to \$4 billion, annually. (K-12 Public School Data)
- Teacher absence combined with ineffective substitutes can negatively affect student achievement. Researchers have found that for every 10 absences, mathematics achievement decreases substantially.
- Substitute teacher quality is often not addressed. VLS-ES operates with its importance at the forefront of our hiring process. This is a critical consideration, particularly when over one full year of every child's K-12 education is taught by substitute teachers.
- With VLS-ES, valuable classroom time will not be wasted with instruction that is inadequate. All personnel hired by VLS-ES must demonstrate that they possess the skills and knowledge necessary to warrant their employment.
- Opportunities to improve skills through training is available to all VLS-ES employees. The goals, objectives, content and expectations for student achievement and learning will not be compromised because a substitute is teaching a class.
- Choosing VLS-ES ensures appropriate attention is paid to maximizing the quantity, quality and effectiveness of the substitute teachers serving in their districts.



Para-educators

Village Learning Solutions

Educational Staffing offers support solutions outside of the classroom too! Let's face it, there is always more work than there is number of hours in a day or people to do it! Our para-educators provide instructional and clerical support for classroom teachers. This allows teachers more time to focus on instruction, lesson plans and other tasks that are best executed by the actual teacher.

What Can Our Para-educators Do To Help You?

- Provide instructional reinforcement by working with students that require more one-on-one interaction (including students with IEPs, disabilities and more)
- Assist with classroom management
- Help maintain a clean and organized classroom
- Act as a translator
- Facilitate exams
- Provide lunch time support
- And more!

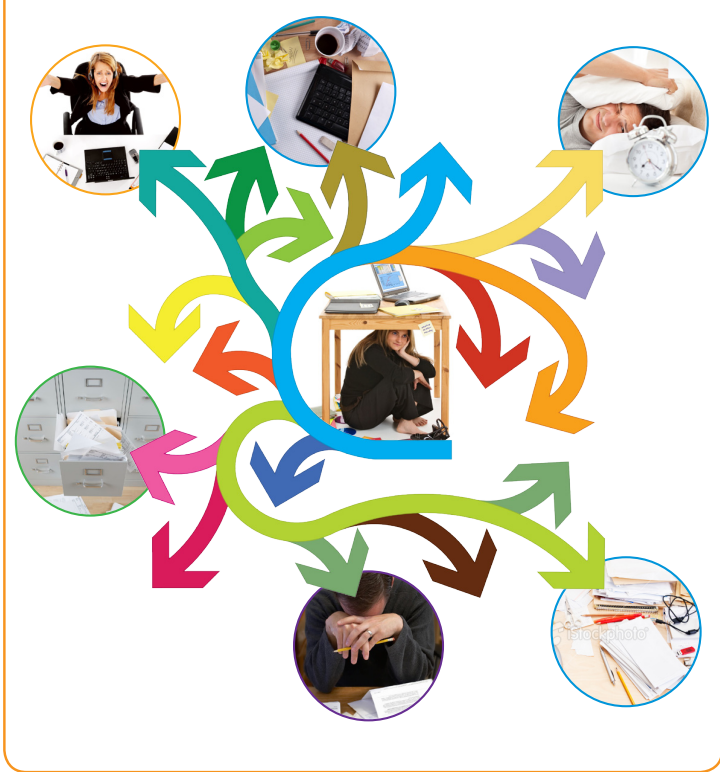
Para-educators in an education setting may also be referred to as Teacher Assistants, Instructional Aides, Teacher Aides or Para-Educators.

VLS-ES's Education Para-educators undergo the same rigorous screening as our Substitute Teachers, including but not limited to background checks and skill assessments. Our Para-educators must have completed two years of study at an institution of higher learning, have received an Associate Degree or proof of completion of the Paraprofessional Praxis. Additionally, VLS-ES provides training specific to being an effective Para-educator.

Substitute Management Simplified



Typical Substitute Management



Substitute Management Simplified



Envision Your Future with VLS-ES





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