

BIBB COUNTY SCHOOL DISTRICT
Dr. Dan A Sims, Superintendent

ACTION MEMORANDUM

To: Bibb County Board of Education
From: Emanuel Frazier, Assistant Superintendent of Human Resources
Subject: Certified Teacher Staffing Services
Date: July 20, 2023

Summary:

The Human Resources Department is requesting approval to utilize staffing agencies to provide the District with access to highly qualified teacher candidates. This award is used to issue purchase orders on an as-needed basis to provide certified staff for District schools.

Background:

The number of available teachers has continued to decline. As such, the human resources department is continuing to explore all available avenues to source teachers. The department is currently utilizing all available means to recruit teachers. In addition to our grow your own efforts, in-person, and digital recruitment efforts, we have also utilized staffing services.

Under District Policy DJEAA, Board approval is required for all contracts over \$150,000. In fiscal year 2022, the Procurement Department issued solicitation RFP Bid 22-021. The Board approved, and two companies were approved for the award. During FY 2023, we secured special education staff from two companies, Maxim and Soliant.

The Board approved \$1,366,100 for contracted teacher services for FY23. The approved FY23 amount was targeted at hiring thirteen teachers. However, we did not utilize all of the requested funds. The actual amount expended under the bid was \$356,425.25.

Over the past two years, we have averaged around twenty teaching vacancies throughout the District. These vacancies include special education and general education vacancies. Due to the need to broaden the pool of general education teachers, the Procurement Department issued solicitation RFP bid 23-057 for contracted employment services.

The contract companies below may be needed to provide services as required. The possible contract costs for the companies are as follows:

1. Cross Country Education \$50 - \$69/hour
2. Maxim Healthcare Services \$60 - \$65/hour
3. Sunbelt Staffing \$66 - \$68.50/hour

These contracts will be paid through general funds already allocated for certified staff for the 2023 - 2024 school year.

Recommendation:

It is recommended that the Bibb County Board of Education authorize the Superintendent to issue a Purchase Order to each vendor on an as-needed basis, not exceeding \$2,097,600, to provide certified staff for District schools. The funds will be paid out of General Fund.

Superintendent's Comments and Approval:

Superintendent's comments	Select one
Dr. Dan A. Sims	Approved