***As a*** vice principal

***I want*** to be able to **easily** assign daily substitutes for absent teachers.

***So that*** I can better manage my teachers, and plan for future hirings

***As a*** vice principal

***I want*** to be able to **quickly** view who is assigned to what, on any given day,

***So that*** I can keep track of all the assignees

***As a*** vice principal

***I want*** to be able to count on-calls **per teacher**

***So that*** I can track who has been assigned what in any given term

***As a*** vice principal

***I want*** to be able to count on-calls **per teacher**

***So that*** I can make sure on-calls are being assigned fairly

***As a*** vice principal

***I want*** to be able to count on-calls **per teacher**

***So that*** I can ensures none of the teachers he supervises are overworked

***As a*** vice principal

***I want*** to be able to count on-calls **per area**

***So that*** I can track who has been assigned what in any given term

***As a*** vice principal

***I want*** to be able to see an overview of all the periods

***So that*** I can make sure every period has someone covering it

***As a*** vice principal

***I want*** to the process of assigning on-calls to be automated

***So that*** I can spend more time looking at the numbers, which will help him to tweak the assignment rules

***As an*** Operations Manager

***I want*** to be able to oversee who is being assigned to coverages before they are assigned

***So that*** I can ensure that coverages are limited to stay within budget

***As an*** Operations Manager

***I want*** the system to take care of communicating absences, and coverages once I approve them.

***So that*** I can save time

***As an*** Operations Manager

***I want*** to be able to tweak how many supplies are being assigned,

***So that*** I can control the supply teacher budget

***As an*** Operations Manager

***I want*** to be able to tweak the allowable on-call thresholds for each school

***So that*** I can accommodate any supply teacher shortages

***As an*** Operations Manager

***I want*** to be able to

***So that*** I can

***As a*** Teacher

***I want*** to be able to have the ability to submit my scheduled absences online, and on-the-fly

***So that*** I can save time

***As a*** Teacher

***I want*** to be able to look up my on-call assignments online

***So that*** I can plan what I might do in that placement in advance.

***As an*** office administrator

***I want*** to be able to use an excel spreadsheet that details the teaching schedule to generate a teaching schedule in the new system.

***So that*** my current workflow isn’t altered too significantly

***As an*** office administrator

***I want*** to the system to be able to automatically create memos for all teachers who have on-calls every morning

***So that*** I can spend more time attending to the needs of teachers and students, since office traffic is especially heavy in the mornings

***As a*** supply teacher

***I want*** to be able update my availability on a weekly basis

***So that*** the tool can assign coverages to me for which I am available

***As a*** user

***I want*** the system to be able to decide placements based on a combination of factors

***So that*** the tool can assign coverages to me for which I am available

Placements are decided based on a combination of factors including: (1) the availability of each teacher (for on callers this is their spare schedule), (2) the skill set of each teacher (3) rules the board has about the number of supplies provided to each school to cover absences (4) rules the board has about how many on-calls a regular teacher can be assigned per week and per month. When it is impossible for a class to be covered, students are sent to a study-hall for that period.

All of the information required to make assignment decisions must be stored within teacher profiles, school profiles, and a board profile within the tool

We have two algorithms for decision making, one for deciding how many supplies we get

Supply teacher can’t decline.

Emails in to inform everyone.