

Guest Teacher Training

Professional development of all school staff members is essential to improving the learning of all children. Effective staff development focuses on the knowledge, skills, and attitudes required of teachers, administrators, and other school employees so that all students can learn and perform at high levels.

Guest Teachers in our classrooms, are important educational components in our schools. Skilled Guest Teachers can have a significant, positive impact on the quality of education while the regular employee is away. Adams 12 Five Star Schools recognizes the need to offer substitute services training and professional development opportunities to our 3-Year Substitute Authorization Guest Teachers, so our students can have the most highly effective professionals in their classrooms each and every day.

Adams 12 Five Star Schools has partnered with the industry leading, Substitute Teaching Division of Utah State University, to provide training programs for all substitutes.

“Founded as the Substitute Teaching Institute at Utah State University in 1995, STEDI.org provides research-based training materials and services designed to improve student achievement when students are taught by a substitute teacher and to assist those who manage them.” (stedi.org website)

3-Year Substitute Authorization Guest Teachers:



STEDI.org: SubEssentials-90 minute Introduction Class

All new guest teachers that hold a 3-year substitute authorization, are required to take the FREE **STEDI.org - SubEssentials 90 minute Introductory Training Video** prior to their first assignment. SubEssentials Training consists of a 24-minute online video and a 78-page eBook introducing you to topics such as Behavioral Management, Engaging Students through Lesson Plans, and Professionalism. Registration for this course is free. Upon completion, new hires shall submit the signed certificate, found at the end of the SubEssentials eBook, to the Substitute Services Department.

To Register: <http://mylearning.stedi.org/product/subessentials-introductory-training/>



STEDI.org: SubSkills Basic, Premium or Ultimate Online Training Course

All new guest teachers that hold a 3-year substitute license, are required to take either the **STEDI.org - SubSkills Basic, Premium or SubSkills Ultimate Online Training Course** within

their first 90 days of employment to remain active. The guest teacher will be required to pay for the course registration fee (see STEDI.org for current prices). If a guest teacher, who holds a 3-Substitute Authorization, does not complete the online training within 90 days of employment, their status will be changed from active to inactive.

We strongly recommend any of the STEDI.org training courses for guest teachers who do not have teacher certification. STEDI.org also offers advanced or refresher training for substitutes who have teacher certification.

To register for any courses and/or to learn more about the training courses offered, please go to:

<http://mylearning.stedi.org/stedi-shop/>



Substitute Services Training Plan - New Hires

<u>TRAINING COURSE</u>	<u>TRAINER</u>	<u>AUDIENCE</u>	<u>REQUIRED?</u>	<u>COURSE FEE</u>
SubEssentials (online training)	STEDI.org	New 3-Year Guest Teachers (Hired after 1/1/2013)	Yes – all new 3-Year guest teachers must complete the 24-minute online video prior to first assignment	\$0.00
SubSkills (Basic, Premium or Ultimate) (online training)	STEDI.org	New 3-Year Guest Teachers (Hired after 1/1/2013)	Yes – all new 3-Year guest teachers are required to take this course to receive the higher substitute pay rate after 30 assignments.	\$39.99 – \$99.99 (depending upon course)