

January 13th, 2016

8:30 am-3:30 pm

CESA 5 Pine View Room



Cost: \$99 for online and on-site course

-includes materials, lunch, certificate and business cards

\*Register by 12/10 for early bird price of \$70

*Please bring your certificate of completion from the online portion to CESA 5 the day of the workshop.*

**To register:**



# Substitute Teacher Training

Are you looking to improve your skills as a substitute teacher? Seeking a "Trained Substitute Teacher" certificate? CESA 5 is conducting a substitute teacher training program that utilizes a flipped classroom approach to provide practical instruction for substitute teachers. Participants are required to complete an online portion prior to the training date.

Members of multiple departments at CESA 5 will be on hand to cover areas that that a substitute teacher may encounter in the course of a day. The topics include:

- Discipline/classroom management techniques
- Important health and safety information
- Expectations from the classroom teacher
- Special Education concerns
- Technology training
- Sample emergency lesson plans
- Networking and questions from participants
- Identify and understand the professional responsibilities and roles of the substitute teacher
- Prepare and conduct a lesson
- Understand the legal responsibilities of a substitute teacher
- Use and demonstrate appropriate communication protocols and procedures during the school day

