



This event is presented by CESA 6 Educator Licensing.

# Substitute Teacher Training

**Nancy Jaeger, CESA 6 Educator Licensing Coordinator**

## Description

Wisconsin school districts are in need of, and want to hire and retain qualified substitute teachers. Wisconsin enacted a rule allowing school districts to hire non-certified teacher substitutes. To be issued a three-year, short term substitute teacher permit, individuals must hold a (four year) Bachelor's degree, receive appropriate training, and be sponsored by a school district. Our training will teach and engage prospective substitute teachers in activities that mirror real classroom situations. Our instructor will model a variety of teaching methods that substitute teachers can use in the classroom. Additionally, participants will gain a deeper understanding of effective teaching principles in order to prepare for future substitute teaching assignments.

## Training topics

- \* Introduction to substitute teaching
- \* Practical tips and guidelines for being effective in the classroom
- \* Classroom management techniques
- \* Important safety and health information
- \* Age-appropriate learning strategies
- \* Special Education
- \* Sample lesson plans
- \* Substitute teacher permit application process

## Who should attend?

Individuals who hold a (four year) Bachelor's degree from an accredited college or university, but who do *not* already have a teaching license or a substitute teacher permit.

## Training Location

CESA 6 Conference Center  
2300 State Road 44, Oshkosh

## Registration fee \$100

**Registration fee includes materials, resources and lunch.**

**\*Payment due with registration to secure your seat\***

Upon completion, a certificate of training (valid for all school districts in WI) identifying seven hours of professional development.

## For additional information

Contact Nancy Jaeger • [njaeger@cesa6.org](mailto:njaeger@cesa6.org) • 920-236-0508

## To register online

Go to [myQuickReg](http://myQuickReg) and find the date that works best for you!

## For registration questions

Contact Holly Schneider • [hschneider@cesa6.org](mailto:hschneider@cesa6.org) • 920-236-0534

## Training Time

8:30 a.m. – 3:30 p.m.

## Upcoming Dates in 2016

- Friday, September 23, 2016
- Saturday, November 5, 2016

## Upcoming Dates in 2017

- Tuesday, January 10, 2017
- Saturday, February 4, 2017
- Saturday, March 18, 2017
- Friday, April 21, 2017

**Talk to us about coming to a location near you!**  
**Please contact Holly Schneider for more information.**

**Cancellation Policy:** Registration cancellation must be received at least **48 business hours** before the scheduled date for a refund to be issued. Attendance is limited so persons registering, but not in attendance on the day of the session will be charged the full registration fee.

CESA 6 reserves the right to cancel any session due to insufficient enrollment. Participants will be notified by email if a cancellation occurs.