



■ NOVEMBER ■ 2017 ■

SUBSTITUTE Newsletter



SubPack Ideas

A SubPack is like an emergency kit for the classroom. It's never too late to assemble or restock your own personal pack. The following are a few ideas for your SubPack:



- ✓ Select a container that is easy to carry, large enough to hold all of your supplies, closes securely, and looks professional.
- ✓ Pack some basic classroom supplies that might be locked away in a cupboard or the teacher's desk such as scissors, pencils, a calculator, tape, sticky notes, etc.
- ✓ Rewards or motivators for students such as stickers, tickets for drawings, a stamp and inkpad, or certificates.
- ✓ Personal and professional items like a clipboard, school district information, a water bottle, a snack, and blank copies of a substitute teacher report.
- ✓ Fill-in activity materials such as number cubes for games, picture books to read aloud, or activity pages for students who finish early.

IMPORTANT DATES

NO SCHOOL:
Nov. 20-24
Dec. 21-29
Jan. 1-2
Jan. 15
Feb. 19

Additional information about assembling a SubPack, including a more detailed list of content ideas, can be found in the Substitute Teacher Handbook and SubSkills Online Training Course. Go to STEDI.org for details.



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“Share your knowledge. It is a way to achieve immortality.”
– Dalai Lama XIV

Quick Time Fillers

Students will always be doing something. As the teacher it is your responsibility to make sure that “something” is productive rather than disruptive. One of the most challenging times to do this is during those random five to ten minute blocks of time when students finish work early and are waiting for the next lesson, activity, or event.

The following are examples of prompts that could be used to keep students’ minds constructively engaged.

Depending on the situation this activity may be completed as a class, by individual students, or in student groups.

The lists can be created verbally or in writing. Setting a time limit for compiling a list, challenging students to come up with a specific number of answers, or tallying which student/group has the most original answers will add interest and motivation to the activity.

- Write down all of the places you find sand.
- List the states that have the letter “e” in their name.
- Write down a manufactured product for every letter of the alphabet.
- Name as many different individual and/or team sports as you can.
- Name all of the different types of musical instruments you can.
- List all the forms of transportation you can think of.



News from the Sub Office



Oh my goodness, y’all! We are knee deep in cold and flu season! Not only that, but, as a friend of mine who works at Elgin Medical Center said, “Apparently we’re running a special on strep!”

Please be sure that you’re:

- Making sure to take care of yourself and your health.
- **Checking in regularly. Last minute opportunities are the norm, rather than the exception, especially at this time of year.**
- Using germ-x and other means of sanitizing often!
- **Taking your vitamins, getting plenty of rest, and otherwise taking care of yourself.**

Also at this time of year, the kids are getting excited at the same time the adults are getting tired. Thank you for being the CALM in the room and helping to make every day a good day for the kids in Elgin ISD.

Yours,
Krista Marx
HR Coordinator