

January 2011

## SUBstantial News

### District Information

## Eleven Goals for 2011

Happy 2011! In the tradition of welcoming the New Year, it's time to make some resolutions. As CS Lewis states, "You are never too old to set another goal or to dream a new dream." As a principal in Mesquite, Nevada says to his teachers each year, "That's what you did last year, what are you going to do this year?" In education, we can't settle for complacency; we each need to challenge ourselves to be better.

As we approach 2011, consider how you will challenge yourself to be a little better this year than you were last year. Here are some suggestions to get you thinking:

1. Learn to ignore behavior that is annoying, but isn't damaging the learning environment. Typically this is 94% of inappropriate behavior in the classroom.
2. Work to arrive at least 20 minutes early to any substitute teaching assignment.
3. Improve your ability to ask higher level thinking questions.
4. Follow the lesson plan the permanent teacher left for you.

5. Leave details about the day on the Substitute Teacher Report for the permanent teacher.
6. Be proactive in your approach to inappropriate behavior, not reactive.
7. Direct each new group of students to a starter activity and get students working immediately.
8. Rarely, if ever, sit down at the teacher's desk while there are students in the classroom.
9. If misbehavior occurs, stop and redirect the student to an appropriate behavior.
10. Take a minute or two before the school day begins to introduce yourself to the teacher next door.
11. Learn at least three non-coercive strategies for handling consequential behavior.

If each of us will challenge ourselves to be a better educator today than we were yesterday, we are doing our part to improve the educational system. ✍

### Quick Tip

Allow only one student at a time to leave the classroom.

### Quote of the month

Set your goals high and don't stop until you get there.

– Bo Jackson

## Proper Hand Washing Techniques

During this cold and flu season we each need to be doing everything we can to prevent illness. One of the best ways to do that is to use proper hand washing techniques. According to The Center for Disease Control and Prevention, the proper hand washing techniques are as follows:

1. Hands should be washed using soap and warm, running water.
2. Hands should be rubbed vigorously during washing for at least 20 seconds with special attention paid to the back of the hands, wrists, between the fingers, and under the fingernails.
3. Hands should be rinsed well while leaving the water running.

4. With the water running, hands should be dried with a single use towel.
5. Turn off the water using a paper towel, covering washed hands to prevent re-contamination.

This may seem like a very simple list when it comes to hand washing, but remember there is power in the basics. Also note that the best option is washing your hands with soap and running water. If soap and water aren't available, hand sanitizer is an acceptable alternative. Just as a suggestion, there are many substitute teachers who keep hand sanitizer in their SubPack and find they use it quite often. ✍

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### Make a Poster

There will be times when there are twenty minutes or more left of class and you've completed everything in the lesson plan. In these moments, it's hard to know what to do. One answer would be to have students make a poster.

Creating a poster is an easy activity to implement that can be adapted for any grade level. Kindergarten students can draw a picture of their favorite part of the school day. Primary grade students can make a poster about themselves (things they like to do, eat, their family, etc.). Upper grade students could create a poster about their favorite subject or a scene from a chapter book they are reading aloud in class, while middle and high school students can create posters advertising

the class they are in or upcoming school events. Any student can make a poster about a lesson or activity taught earlier in the day. The options are endless.

Use plain white copy paper and have students embellish it with original artwork, crayons, markers, stickers, colored paper, and other art supplies. Just remember to be respectful of the teacher's classroom supplies (consider using your own supplies from your

SubPack), allow plenty of time for clean up, and acknowledge each student's effort by writing a positive comment on the back. Leave the posters for the permanent teacher to see and either display in the room or return them to students. ✍

### Things you need to know!