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STEDI.org
We Train Substitute Teachers

And we support YOU!

- 83% of districts interview substitute teachers prior to hiring them
- Job offers are usually made via email or application software
- Most substitute teachers work 7 hours per day
- Substitute teacher campus contacts do not get paid extra for these duties

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And we support YOU!

- 90% of districts provide professional development to their instructional aides
- 50% - 75% of substitutes teachers are degreed but not teacher certified at majority of districts
- 80% of districts hire substitute teachers year round

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Substitute Teacher Appreciation

Training	Substitute teacher of the month	Shout outs in newsletter
Celebrate national substitute teacher day	Lunch tickets	Words of appreciation
Substitute teacher of the year	Bonus for working more than 70 hours	Incentive pay for working Mondays and Fridays
End of year incentive	Substitute teacher appreciation at end of the year	

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- 85% of respondents said that Principals/Asst. Principals visit substitute teacher classrooms
- 100% of respondents stated that teachers are required to leave lesson plans
- 92% of districts do NOT have a SubTaskForce
- 90% of districts do NOT evaluate substitute teachers

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June Checklist

Convene	Verify	Purge	Update
Convene Substitute Task Force to review previous school year and make recommendations for next school year	Verify employee handbook is updated	Purge substitute teacher list based on continued interest	Update employee forms (as needed)

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SubTaskForce

Campus Substitute Teacher contact

Principal

Staff development

Permanent Teacher

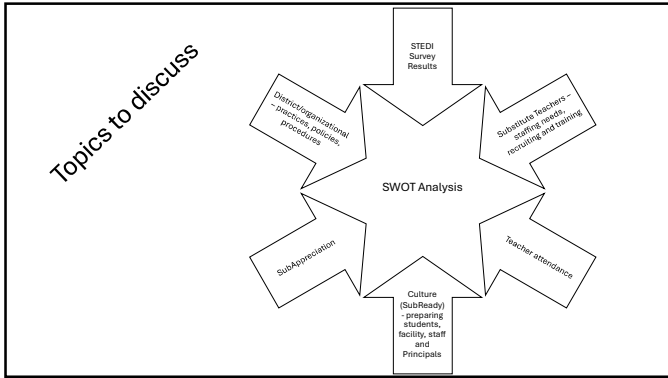
Substitute Teacher

Technology

Finance

HR

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STEDI Edge

**Keeping Great Subs:
Strategies for Retention and Recognition**


Presented by
Lennita L. Porter-Linen, BHRM, MAEL
Director of Human Resources Recruitment and Retention
Bridgeton Public Schools

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JULY CHECKLIST

- Notify continuing substitute teachers of Back to School (BTS) trainings
- Meet with campus secretaries/substitute managers
 - Changes to teacher absence/substitute teacher management system and/or training
 - General feedback
- Meet with campus administration
 - Changes to teacher absence/substitute teacher management system and/or training
 - Review of campus absence data



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The SubManager Series

Schedule

August 28, 2024 (Wednesday)	February 12, 2025 (Wednesday)
September 20, 2024 (Friday)	March 11, 2025 **
October 22, 2024 (Tuesday)	April 11, 2025 (Friday)
November 19, 2024 (Tuesday)	May 14, 2025 (Wednesday)
December 4, 2024 ** UPDATE	June 25, 2025 (Wednesday) UPDATE
January 16, 2025 (Thursday)	July 23, 2025 (Wednesday) UPDATE


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2025 **The SubManager Series** 2026

STEDI

August 27, 2025 (Wednesday)	February 11, 2026 (Wednesday)
September 19, 2025 (Friday)	March 10, 2026 (Tuesday)
October 21, 2025 (Tuesday)	April 10, 2026 (Friday)
November 18, 2025 (Tuesday)	May 13, 2026 (Wednesday)
December 4, 2025 (Thursday)	June 24, 2026 (Wednesday)
January 15, 2026 (Thursday)	July 16, 2026 (Thursday)

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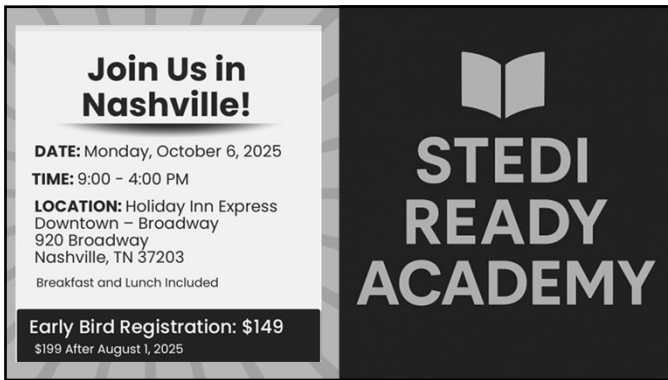
STEDI SUPPORT

- Online training
 - Substitute teachers
 - Classroom management for Teachers
 - Special education settings
- On site training
 - Substitute teachers
 - Instructional aides

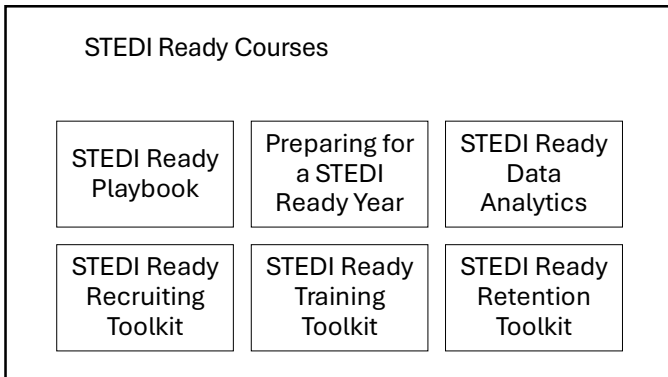
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STEDI READY ACADEMY

ARE YOU READY FOR STEDI?
JOIN US IN NASHVILLE TO GET THE STEDI EDGE

October 6, 2025
Holiday Inn Downtown - Broadway
Nashville, TN 37203

Perfect For:

- Substitute Teacher Managers
- Human Resources Directors
- AASPA Attendees

What to Expect:

- Proven Retention Tactics
- Innovative Recruitment Strategies
- National Networking Opportunities
- Comprehensive Resources
- Highly Interactive Workshop

Register Today:
STEDI.org/STEDIReadyAcademy

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Melissa@stedi.org

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***Education is not the filling of a pail,
but a lighting of a fire.***

Substitute teachers can light fires just as easily as other teachers but we need to create the environment for that to happen!