

## Summer 2017 Substitute Professional Development

This summer the Dallas ISD Substitute Department will be offering opportunities for summer professional development. Summer professional development will allow substitute teachers to interact and share experiences in a supportive environment. Trainings will be held during the month of June 2017. Participants will be required to sign up via Sign-up Genius. The trainings are voluntary and will be non-compensated. More information will be forthcoming via web alerts in Absence Management (formerly known as AESOP), our May substitute newsletter, and as well as by email.

**Centers on the Go***(50 participants each session)**Targeted Audience: 1<sup>st</sup> year and Experienced Substitutes*

Interactive activities that can be adaptable to any grade level. Also, best practices using the state standards and how to create a lesson before you go. We will look at several websites and online resources that offer free memberships as well as create a few at your seat centers to take with you. Participants will also receive reproducible handouts, list of online free resources, and in class created center reproducible.

*Presenter: Brandy Nealy (Substitute Office Facilitator)**Registration Inquiries Contact Brandy Nealy: [bnealy@dallasisd.org](mailto:bnealy@dallasisd.org)**Click Here to Register: [Centers on the Go](#)*

Day	Date	Start Time	End Time	Training Location
Thursday	06/08/2017	9:00	12:30	NCX 9400 N. Central Expressway Training Rm 2 (13 <sup>th</sup> floor, RM 1350)
Thursday	06/08/2017	1:30	4:30	NCX 9400 N. Central Expressway Training Rm 2 (13 <sup>th</sup> floor, RM 1350)

## Substitute Updates

(50 participants each session)

*Targeted Audience: Experienced Substitutes*

Purpose of this workshop is to allow Dallas ISD Substitutes the opportunity to acquire information from departments. This workshop will be held in conjunction of several departments. We will discuss general best practices to use while on campuses with our students. Being prepared for job assignments. Also possible ways of how to avoid an exclusion. Substitutes will be given the opportunity to hear from our Substitute Coordinator, Campus Emergency Operations, Verbal De-escalation and review the Student Code of Conduct.

*Presenters: Officer William Anderson (Campus Emergency Operations), Luis Valdespino (Assistant Principal South Oak Cliff HS), and Brandy Nealy (Substitute Office Facilitator)*

*Registration Inquiries Contact Brandy Nealy: [bnealy@dallasisd.org](mailto:bnealy@dallasisd.org)*

*Click Here to Register: [Substitute Updates](#)*

Day	Date	Start Time	End Time	Training Location
Thursday	06/15/2017	9:00	12:30	NCX 9400 N. Central Expressway Training Rm 2 (13 <sup>th</sup> floor, RM 1350)
Thursday	06/15/2017	1:30	4:30	NCX 9400 N. Central Expressway Training Rm 2 (13 <sup>th</sup> floor, RM 1350)

## Substitute Absence Management System- Formerly AESOP

(35 participants each session)

*Targeted Audience: All Substitutes*

Purpose of this workshop is to allow Dallas ISD Substitutes the opportunity to refresh their skills. Become familiar with updates and act as a refresher to the Absence Management (formerly AESOP). Also we will discuss and focus on the Substitute Feedback Rating as it relates to sharing campus experiences. How to be placed on a school's Preferred Substitute List. Participants will need to bring their Absence Management (formerly AESOP) password and pin to access the system.

*Presenter: Torey Willis : (Substitute Office Manager)*

*Registration Inquiries Contact Brandy Nealy: [bnealy@dallasisd.org](mailto:bnealy@dallasisd.org)*

*Click Here to Register: [Substitute Absence Management System- Formerly AESOP](#)*

Day	Date	Start Time	End Time	Training Location
Thursday	06/22/2017	9:00	11:30	NCX 9400 N. Central Expressway (11 <sup>th</sup> floor computer Lab Rm 63)
Thursday	06/22/2017	1:30	4:00	NCX 9400 N. Central Expressway (11 <sup>th</sup> floor computer Lab Rm 63)

## Centers on the Go

(50 participants each session)

*Targeted Audience: 1<sup>st</sup> year and Experienced Substitutes*

Interactive activities that can be adaptable to any grade level. Also, best practices using the state standards and how to create a lesson before you go. We will look at several websites and online resources that offer free memberships as well as create a few at your seat centers to take with you. Participants will also receive reproducible handouts, list of online free resources, and in class created center reproducible.

*Presenter: Brandy Nealy (Substitute Office Facilitator)*

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Day	Date	Start Time	End Time	Training Location
Wednesday	06/28/2017	9:00	12:30	NCX 9400 N. Central Expressway Training Rm 2 (13 <sup>th</sup> floor, RM 1350)
Wednesday	06/28/2017	1:30	4:30	NCX 9400 N. Central Expressway Training Rm 2 (13 <sup>th</sup> floor, RM 1350)