

Notes from SubWeek Canceled - Now What??
How to recognize subs even during school closures.

From Diane HENLEY to All panelists and attendees:
TP is good here.

From Tracey Reinbold to All panelists:
Not a hoarder but have enough for a week or two

From Diane HENLEY to All panelists and attendees:
Social distancing has been a bit tough, but it's what's best for everyone.

From Dolores Hernandez to All panelists:
When did this survey go out, and to whom?

From Jessica Smith to All panelists and attendees:
This survey went out to substitute teachers nationally. The dates are on the slides. Mid-March and late March

From Dolores Hernandez to All panelists:
How do I know if our 1K subs are included?

From Kelley Stone to All panelists and attendees:
Anyone who is in our database from entering our giveaways or registering for our newsletter would have received an invite to the survey.

From Dolores Hernandez to All panelists:
Great; thanks. Our HR department is handling these as they are coming in; a little overwhelming at times for them.

From Lara Velarde to All panelists and attendees:
We are paying people, including Guest Teachers, while we are distance learning

From Felecia Phillips to All panelists and attendees:
Our District hasn't had very many from Substitutes. All full-time employees are being paid while we are closed.

From Marilyn Adelberg to All panelists and attendees:
Any per diem subs who apply for unemployment are not being challenged.

From Jose Gomez to All panelists and attendees:
We are excepting all claims unless they have not worked for us in the last couple months.

Notes from SubWeek Canceled - Now What??
How to recognize subs even during school closures.

From Felecia Phillips to All panelists and attendees:
All LT Subs who were in assignments are continuing to be paid.

From Vicki Gutierrez to All panelists and attendees:
Not challenging

From Sean Grycel to All panelists and attendees:
We handle as they come up. We are paying our subs through April 30 whose jobs were canceled.

From Carmela Ulin to All panelists:
We are not challenging. We are paying our long term subs.

From Karly Meza to All panelists and attendees:
We have not received claims yet, but not challenging.

From Kim Howard to All panelists:
long term subs are continuing to be paid. all others are being referred to workforce

From Heather Jordan to All panelists:
We are responding to them, but indicating that work is not available right now due to district shutdown. We are paying any long-term substitutes who are acting as the teacher on record during shut down

From Diane HENLEY to All panelists and attendees:
All of our Guest Teachers can apply for unemployment. Our HR department is handling as they come in.

From Dolores Hernandez to All panelists:
Per diem subs? Please share what this means for your district?

From Tracey Reinbold to All panelists:
We're continuing to pay our long-term substitutes but our other subs were informed they could apply for unemployment. We are accepting claims.

From Patricia Radcliffe to All panelists and attendees:
Long term being paid;

From Melissa Aguirre to All panelists and attendees:
completing forms that are submitted. Paying all permanent employees

Notes from SubWeek Canceled - Now What??
How to recognize subs even during school closures.

From Kelli Patik to All panelists and attendees:

We are also handling them as they are coming in. We are noting there are periods of time where the substitute would not be able to work. We have continued to work our long term substitutes

From Sandra Martini to All panelists:

We are accepting unemployment as we get them. Not challenged. Long term get paid

From Diana Ayub to All panelists:

as their coming. however they are being compensated for cancelled assignments

From Michele Hoppenstedt to All panelists:

We use a third party vendor who processes the district's unemployment claims

From Kathleen Neagu to All panelists:

All long-term subs are being paid. Short term subs are not working and claims are being processed through sub vendor

From Nicole Morotti to All panelists and attendees:

Not challenging, long term subs are being paid

From Diane HENLEY to All panelists and attendees:

We do have long term Guest Teacher who are participating in remote teaching.

From Angelica Arellano to All panelists:

As they come up....we are very busy

From Melissa SWaringim to All panelists and attendees:

Full time employees being paid. Long term subs are still being paid. Handling claims as they come up

From Traci Tomasson to All panelists:

Handling them as they come in.

From Deana Beckwith to All panelists and attendees:

HR directed me to send out a link to the substitutes not doing virtual subbing to the unemployment website that has common questions on how to apply

From Jo-Ann Marron to All panelists and attendees:

Notes from SubWeek Canceled - Now What??
How to recognize subs even during school closures.

LTS continue to be paid.

From Ronni Grimes to All panelists:
overwhelmed with them but responding as they are received. continuing long terms who are in or were scheduled to be working.

From Dennis Miller to All panelists and attendees:
We challenge all claims, but are paying all subs the average of what they earned in the January and February pay periods.

From Verna Henry to All panelists:
All long terms are continuing to be paid. We are challenging all unemployment claims.

From Marilyn Adelberg to All panelists and attendees:
Day to day sub

From Monica Martinez to All panelists and attendees:
Our benefits dept handles those. We are paying our LT subs that are distance learning.

From Traci Updegrove to All panelists:
LT subs will continue to be paid, referring others to unemployment office and I believe we will not challenge claims.

From Heather Jordan to All panelists:
Long-term substitutes only

From Dolores Hernandez to All panelists:
No, but our ESC is considering a Retention Incentive.

From Nicole Morotti to All panelists and attendees:
No

From Carmela Ulin to All panelists:
Only paying long term subs during closure.

From Kim Howard to All panelists:
yes long term subs

From Tina Nowak to All panelists:

Notes from SubWeek Canceled - Now What??
How to recognize subs even during school closures.

YES

From Melissa SWaringim to All panelists and attendees:
long term only

From Angelica Arellano to All panelists:
NO

From Kelli Patik to All panelists and attendees:
We are only continuing to pay long term substitutes who are working. For all other substitutes, we are not paying them

From Monica Martinez to All panelists and attendees:
Not now, but our leadership team is still discussing.

From Marilyn Adelberg to All panelists and attendees:
WE are only paying permanent building subs and long term subs their daily rate.

From Traci Tomasson to All panelists:
No, we are not paying our substitute teachers.

From Keyla Berry to All panelists:
No. Our Per Diem Subs only get paid when they work.

From Jose Gomez to All panelists and attendees:
We are only paying the long term subs.

From Patricia Andersen to All panelists:
Paying long term subs through their assignment

From Lara Velarde to All panelists and attendees:
We are doing average earnings for second semester if they aren't working

From Sandra Martini to All panelists:
No, LT subs get paid and Building Subs are paid.

From Felecia Phillips to All panelists and attendees:
Yes, if they were in LT assignments they will continue to be paid their daily pay rate.

From Vicki Gutierrez to All panelists and attendees:

Notes from SubWeek Canceled - Now What??
How to recognize subs even during school closures.

No - only the LTS that are still doing virtual learning

From Patricia Radcliffe to All panelists and attendees:
Only LTS

From Karly Meza to All panelists and attendees:
long-term only

From Diane HENLEY to All panelists and attendees:
No, only those who are remote teaching. Currently there are about 40 who are working.

From Kathleen Neagu to All panelists:
LT subs are being paid.

From Dennis Miller to All panelists and attendees:
We but are paying all subs the average of what they earned in the January and February pay periods.

From Deana Beckwith to All panelists and attendees:
Just the working long term subs who are doing virtual teaching. the other subs should be able to file for unemployment.

From Diana Ayub to All panelists:
Long Term, cancelled assignments pending board approval for paying average over three months

From Sean Grycel to All panelists and attendees:
Yes, through April 30 if their jobs were canceled in our Absence Management System, or if there was a reasonable understanding between the sub and school site that they would be working through April.

From Marilyn Adelberg to All panelists and attendees:
No stipends or allowances.

From Jessica Smith to All panelists and attendees:
Question: Are you providing a stipend or other allowance?

From Jose Gomez to All panelists and attendees:
No

Notes from SubWeek Canceled - Now What??
How to recognize subs even during school closures.

From Traci Tomasson to All panelists:
no

From Kathleen Neagu to All panelists:
No

From Dolores Hernandez to All panelists:
No, as the temporary teachers are our employees at the ESC, we would be paying, if the incentive is approved.

From Sean Grycel to All panelists and attendees:
None at this time

From Patricia Radcliffe to All panelists and attendees:
Not at this time. Previously waiting to see how long schools would be closed

From Vicki Gutierrez to All panelists and attendees:
No

From Heather Jordan to All panelists:
No

From Verna Henry to All panelists:
Paying all long terms subs who were in long term assignments prior to Spring break and scheduled to return in the long term assignment after Spring break. Long term subs are subs working 5 days a week-7.5 hours a day.

From Nicole Morotti to All panelists and attendees:
no

From Karly Meza to All panelists and attendees:
no

From Monica Martinez to All panelists and attendees:
Not at this time

From Kim Howard to All panelists:
No

From Felecia Phillips to All panelists and attendees:
No

Notes from SubWeek Canceled - Now What??
How to recognize subs even during school closures.

From Kim Howard to All panelists:
no

From Sandra Martini to All panelists:
None at this time

From Diane HENLEY to All panelists and attendees:
Humble ISD has an incentive program, any Guest Teacher who works 100 + days will receive \$500, thinking about lowering the requirement.

From Jessica Smith to All panelists and attendees:
Question: What type of communication is being provided to substitutes?

From Marilyn Adelberg to All panelists and attendees:
As I get information from the superintendent I immediately forward it by email to all the subs whether they are working or not.

From Dolores Hernandez to All panelists:
Emails; text messages; web alerts

From Tracey Reinbold to All panelists:
They all have a district email account so they receive the daily employee communications plus I enter web alerts through our automated system.

From Sandra Martini to All panelists:
Weekly emails from the District sent out to all staff

From Melissa SWaringim to All panelists and attendees:
All employee emails are forwarded/sent to all subs as well.

From Deana Beckwith to All panelists and attendees:
Web Alerts through Frontline, Emailing and answering calls.

From Diana Ayub to All panelists:
Email, phone calls and public information communication

From Nicole Morotti to All panelists and attendees:
through newsletters sent to their email

Notes from SubWeek Canceled - Now What??
How to recognize subs even during school closures.

From Tina Nowak to All panelists:

Communication in District Communications published via email and internal website; webalerts within absence system

From Diane HENLEY to All panelists and attendees:

I'm posting web alerts and all Guest Teachers receive updates through their district email accounts.

From Patricia Radcliffe to All panelists and attendees:

Web alerts through Frontline

From Felecia Phillips to All panelists and attendees:

Unfortunately we haven't communicated much with our Substitute Teachers. We are working on some correspondence for next week

From Heather Jordan to All panelists:

None so far, except for long-term substitutes. We are part of a consortium though, so they may be reaching out on their end

From Lara Velarde to All panelists and attendees:

daily email to all district staff and copy of daily email sent to all parents, plus emails to them when we have direct news

From Keyla Berry to All panelists:

Web alerts and emails

From Kim Howard to All panelists:

Q&A on District Website, social media

From Kelli Patik to All panelists and attendees:

We have an automated system which goes to all employees. We also use our substitute system to put out alerts and emails

From Vicki Gutierrez to All panelists and attendees:

Sending emails to keep the substitutes up to date with the status from or Governor and the school closure

From Jo-Ann Marron to All panelists and attendees:

Emailed letter

Notes from SubWeek Canceled - Now What??
How to recognize subs even during school closures.

From Monica Martinez to All panelists and attendees:
Subs receive the same communication that is sent out to staff members.

From Sandra Martini to All panelists:
Also on our District website

From Erica Pasvar to All panelists:
E-mails to subs regarding all district information, e-mails to check in on how they are doing, I asked the subs to let me know how they were because I want to make sure they are doing ok.

From Sean Grycel to All panelists and attendees:
Direct communication verbally from the HR Personnel Techs, also from school sites. Email is also used.

From Jose Gomez to All panelists and attendees:
We are putting out messages on our School district web site and on Frontline.

From Kathleen Neagu to All panelists:
Our long-term substitutes receive information via school emails. All other substitutes receiving communication from sub vendor

From Traci Tomasson to All panelists:
Keeping them updated via text messages regarding the school closure.

From Karly Meza to All panelists and attendees:
Subs receive the same communication as all staff do.

From Angelica Arellano to All panelists:
E-mails

From Verna Henry to All panelists:
Clear Creek ISD substitutes have district email and are receiving emails from the Superintendent.

From Ronni Grimes to All panelists:
They receive the "All Employees" memos that come from the superintendent's office. The county created an email for general questions/comments and my office responds to emails as quickly as possible

From Traci Updegrave to All panelists and attendees:

Notes from SubWeek Canceled - Now What??
How to recognize subs even during school closures.

Notifying them via email of closures as we are aware. Copy district email to them. Notice is placed on home page of sub tracking system.

From Dennis Miller to All panelists and attendees:
All employees, including Substitutes, receive regular emails and text messages from the Superintendent, with links to the district website.

From Jessica Smith to All panelists and attendees:
Question: How are districts keeping substitute teachers at ease during this crisis?

From Monica Martinez to All panelists and attendees:
Answering their questions and concerns as they arise.

From Patricia Radcliffe to All panelists and attendees:
Return phone calls personally

From Dolores Hernandez to All panelists:
Quite difficult; they are so very concerned about their lack of pay.

From Erica Pasvar to All panelists:
Making sure they feel heard and are listened to.

From Vicki Gutierrez to All panelists and attendees:
Answering questions as they arise and return calls

From Marilyn Adelberg to All panelists and attendees:
Making sure they know that as soon as this is all done they will be back in our classrooms - letting them know they can collect unemployment.

From Felecia Phillips to All panelists and attendees:
We will be sending information out next week. We do have web alerts but fear that they are not logging in to Frontline to see those.

From Diana Ayub to All panelists:
this is challenging but we are available to answer questions

From Melissa SWaringim to All panelists and attendees:
Quick responses to their questions.

From Kim Howard to All panelists:

Notes from SubWeek Canceled - Now What??
How to recognize subs even during school closures.

keeping them informed and answering emails quickly

From Sandra Martini to All panelists:
Same as all our staff receive

From Diane HENLEY to All panelists and attendees:
Answering all of their questions as soon as they come in.

From Jose Gomez to All panelists and attendees:
Answering their questions and concerns as they arise.

From Karly Meza to All panelists and attendees:
Answering questions/concerns as they come

From Tina Nowak to All panelists:
timely responses; and communication about future school year planning

From Lara Velarde to All panelists and attendees:
We have a covid section on our main page for employees & public

From Traci Tomasson to All panelists:
Keeping them updated with all new information from the superintendent.

From Dolores Hernandez to All panelists:
We are working remotely; therefore all emails and phone calls are returned within the hour.

From Kathleen Neagu to All panelists:
Responding to substitute concerns.

From Sean Grycel to All panelists and attendees:
Stay in contact with them and answer their questions as they come up. We have also provided Reasonable Assurance letters to our active subs.

From Deana Beckwith to All panelists and attendees:
Answer questions as they arise, email call, web alerts website updates

From Dennis Miller to All panelists and attendees:
We have forwarded our office phones to our individual cell phones during normal working hours.

From Traci Updegrove to All panelists and attendees:

Notes from SubWeek Canceled - Now What??
How to recognize subs even during school closures.

Providing as much information as possible up front and when reach out individually. We are providing resource information such as unemployment office, etc.

From Melissa SWaringim to All panelists and attendees:
we also have a COVID section on our district website which contains info and community resources

From Nicole Morotti to All panelists and attendees:
answering their questions, keeping them informed and giving them reassurance that they are part of the district and we value their work

From Tracey Reinbold to All panelists:
What is a Reasonable Assurance letter as one of the attendees mentioned?

From Grace Fasching to All panelists:
We call ours a Letter of Intent

From Sean Grycel to All panelists and attendees:
You provided a great explanation

From Dolores Hernandez to All panelists:
Temporary teachers with our org are confused and feel that they can't file for unemployment.

From Marilyn Adelberg to All panelists and attendees:
We send out a letter of intent each spring for the next school year.

From Ronni Grimes to All panelists:
Our reasonable letter (titled the Letter of Intent) is accessible through our LOI website and is available to our temps April 1.

From Deana Beckwith to All panelists and attendees:
Yes we sent them every May, but since this is not a scheduled time off for schools, subs should be able to file for unemployment now.

From Vicki Gutierrez to All panelists and attendees:
We send out a Letter of Intent to the Subs

From Tracey Reinbold to All panelists:
That's a great idea! Thank you for explaining.

Notes from SubWeek Canceled - Now What??
How to recognize subs even during school closures.

From Sylvia Boese to All panelists:

Yup, we send out reasonable assurance at the end of the school year, it does cut unemployment costs.

From Melissa SWaringim to All panelists and attendees:

Does anyone do this via email (Google form) vs. physical letter?

From Monica Martinez to All panelists and attendees:

We normally send ours out at the end of April

From Grace Fasching to All panelists:

Yes, we send ours via email

From Sean Grycel to All panelists and attendees:

We send our RA letters out via email through Informed K12

From Dolores Hernandez to All panelists:

I am not able to communicate that they can file; however, if they reach out I am responding by saying, "You may take any action that you deem necessary." Many have filed. We are not contesting.

From Kelley Stone to All panelists and attendees:

So you don't contest or challenge? Ah, got it. Sounds like what many others are doing.

kelley@stedi.org

From Sylvia Boese to All panelists:

Our Superintendent included the info for UE with a link in his email which included all subs and temp workers for lost wages.

From Karly Meza to All panelists and attendees:

We send our Reasonable Assurance letters via email

From Monica Martinez to All panelists and attendees:

All of L of I go out via email. We do it all electronically. No paper.

From Kathryn Robertson to All panelists:

McKinney ISD stopped sending letters several years ago. Require subs to attend an annual meeting to indicate they will be back the next year and we provide any needed training at that meeting

Notes from SubWeek Canceled - Now What??
How to recognize subs even during school closures.

From Diane HENLEY to All panelists and attendees:

We send out our letter of reasonable assurance letters through AppliTrack.

From Dolores Hernandez to All panelists:

We meet with all of our temporary teachers yearly (summer); all forms (tasks) are completed electronically through Talent Ed.

From Verna Henry to All panelists:

Our letters are sent directly to substitutes electronically.

From Dolores Hernandez to All panelists:

Kelley, would it be on Thursday?

From Jessica Smith to All panelists and attendees:

Question: How can you recognize your substitute teachers even when we can't see them in person?

From Vicki Gutierrez to All panelists and attendees:

A candy bar with a "thank you saying" to show how much we appreciate them.

From Marilyn Adelberg to All panelists and attendees:

Thank you certificates.

From Jose Gomez to All panelists and attendees:

These are all great ideas.

From Diane HENLEY to All panelists and attendees:

I plan on sending out a small gift card to the top 2 Guest Teachers (subs) who have worked the most days. Our Guest Teachers in the past have always been recognized during Teacher Appreciation week at the campuses.

From Vicki Gutierrez to All panelists and attendees:

Every other year we do a training prior to school year starting.

From Dolores Hernandez to All panelists:

Difficult to do as of now; considering gift cards to our local HEB grocery store; paying out of pocket.

From Monica Martinez to All panelists and attendees:

Notes from SubWeek Canceled - Now What??
How to recognize subs even during school closures.

We are a large district and we send out birthday cards once a month for all the subs that have birthdays the following month.

From Kathleen Neagu to All panelists:

A small appreciation gift. We are planning on sending out monthly cards.

From Deana Beckwith to All panelists and attendees:

We sent out \$10 local grocery store gift cards in December to subs who had worked more than 10 times since school started

From Diane HENLEY to All panelists and attendees:

We also hold an event at the end of the year. Door prizes, re-cap the school year, etc

From Isabell Gomez-Rios to All panelists:

We recognize our top 3 with the superintendent at the end of the school year

From Monica Martinez to All panelists and attendees:

I have heard of some districts that ask each campus to make a basket. Then these are raffled off at the end of the year to subs that work 100 days or more.

From Dolores Hernandez to All panelists:

This is why we are hoping to provide a Retention Incentive; we need all of our temporary teachers to return as we work with 15 school districts that rely on us to provide this service.

From Felecia Phillips to All panelists and attendees:

We've gotten gift cards donated from fast food establishments that we send out during Sub Appreciation week.

From Kelley Stone to All panelists and attendees:

Do they have to buy tickets or do they get one for every day over 100? Asking Melissa about their raffle.

From Jessica Smith to All panelists and attendees:

Question: What would you like to do to keep connections with your substitute teachers?

From Dolores Hernandez to All panelists:

I would love to hold a conference for all instead of meeting with them in smaller groups during the summer.

From Kelley Stone to All panelists and attendees:

Notes from SubWeek Canceled - Now What??
How to recognize subs even during school closures.

Do you have room for that i the SubHub?

From Dolores Hernandez to All panelists:
Did I understand that SubWeek is cancelled?

From Monica Martinez to All panelists and attendees:
I would like to provide professional dev to our subs.

From Kelley Stone to All panelists and attendees:
SubWeek only canceled in the sense that schools aren't open.

From Kathleen Neagu to All panelists:
I would like to keep in better contact through training, newsletters, and cards.

From Dolores Hernandez to All panelists:
We have many venues available in the RGV; we are also building a conference center at our ESC.

From Monica Martinez to All panelists and attendees:
Anyone who has worked over 100 days gets a ticket into the raffle.

From Samuel Brand to All panelists:
Kathleen, I think that is a great idea!

From Diane HENLEY to All panelists and attendees:
Humble ISD is closed until May 4th.

From Kelley Stone to All panelists and attendees:
Sounds good, Dolores. Would it be feasible to get them all to come together at the same time?

From Dolores Hernandez to All panelists:
That would be a goal for all; if not, perhaps two sessions.

From Melissa SWaringim to All panelists and attendees:
We were planning to do a Professional Development Day this summer with breakout sessions

From Dolores Hernandez to All panelists:
Yes, I'd be interested in conducting a webinar for our temporary teachers.

From Kelley Stone to All panelists and attendees:

Notes from SubWeek Canceled - Now What??
How to recognize subs even during school closures.

I'll contact you about that, Dolores!

From Verna Henry to All panelists:

We offer 3 professional development meetings each summer for our substitutes. This year we will host a virtual meeting.

From Dolores Hernandez to All panelists:

Thanks Kelley.

From Kelley Stone to All panelists and attendees:

Do you use Zoom for that or another program, Verna?

From Jessica Smith to All panelists and attendees:

Question: What topics would you like covered?

From Ronni Grimes to All panelists:

what ways can daily subs be used effectively?

From Felecia Phillips to All panelists and attendees:

We'd like our Subs to come through the STEDI course. Can you provide information on how to get started?

From Kelli Patik to All panelists and attendees:

Possibly training platforms we can offer to substitutes

From Dolores Hernandez to All panelists:

Ask, Pause, Call Method

From Marilyn Adelberg to All panelists and attendees:

Training too

From Dolores Hernandez to All panelists:

LOL!!!

From Ronni Grimes to All panelists:

How can we keep them engaged during the shutdown?

From Sean Grycel to All panelists and attendees:

I work for a county office of ed. I would like to know what types of training, and how it's provided in a very large district.

Notes from SubWeek Canceled - Now What??
How to recognize subs even during school closures.

From Sandra Martini to All panelists:
Training

From Kathleen Neagu to All panelists:
Training - distance learning options while closure is in place

From Diana Ayub to All panelists:
compensation when substitutes are in training

From Dolores Hernandez to All panelists:
I would like to know where districts are from now to them regarding any new ideas on how to keep subs encouraged.

From Kim Howard to All panelists:
I work for a large district so training for the subs would

From Jose Gomez to All panelists and attendees:
You might have touched on this on other webinar, but what kind of recruitment methods do you have?

From Kim Howard to All panelists:
be great

From Dolores Hernandez to All panelists:
Frontline Education has a Resource Library that has wonderful videos on various topics such as classroom management. This is the number one concern that comes to me from campus leaders.

From Erica Pasvar to All panelists:
An idea to keep up with subs: I am sending a questionnaire about how they are, what they are doing during this time, how they are staying positive, why they work in education, etc. Those who respond will be "featured" on a newsletter or a daily update that I will share with all subs. This will be a way to stay in touch.

From Kelley Stone to All panelists and attendees:
We also have several classes about Classroom Management. Sounds great, Eric!

Yes, I purchased an audio sometime back, but would like more in video format.
From Kelley Stone to All panelists and attendees:

Notes from SubWeek Canceled - Now What??
How to recognize subs even during school closures.

*Erica!

From Diane HENLEY to All panelists and attendees:
Classroom management is always a great topic.

From Jessica Smith to All panelists and attendees:
Thank you for sharing your time with us!