

Northwest AEA

Substitute Authorization Class

Option 1

Sept. 26 8:30 - 4:30

Sept. 27 8:30 - 4:30

Oct. 11 8:30 - 3:30

Option 2

Jan. 13 8:00 - 4:00

Or Jan. 14 8:00 - 4:00

Jan. 28 8:30 - 4:00



Northwest AEA
1520 Morningside Ave.
Sioux City, IA 51106

Registration fee: Substitute Authorization Class - \$125, Application Fee to Board of Educational Examiners - \$85, FBI/DCI Background check through the BOEE - \$75

What is the Substitute Authorization

The Substitute Authorization allows an individual with a baccalaureate degree who has completed the Substitute Authorization program to substitute in an elementary, middle school, junior high school or high school classroom for no more than five consecutive days in one job assignment at a time.

Paraeducators who hold a Paraeducator Generalist Certificate and complete the Substitute Authorization program are authorized to substitute, but only in the special education classroom in which the individual paraeducator is employed. A paraeducator cannot substitute in a general education classroom.

Schools continue to have the autonomy to hire only individuals who are fully licensed as teachers. However, there now exists a second option for schools that may have difficulty filling a short-term substitute position.

For more information, contact Carolyn Smith at 712-222-6033 or casmith@nwaea.org or Joyce Vander Wilt at 712-722-7805 or jvanderwilt@nwaea.org.

Register at the Northwest AEA website (www.nwaea.k12.ia.us). Select the link *Search for Professional Development to view our course catalog.*

What you will learn ...

- Ethics the ethical and professional practices for substitute teaching.
- Classroom Management methods for keeping students engaged and on-task.
- Instructional Strategies the components of effective lessons and instructional strategies.
- Diverse Learning Needs of Students the many cultural differences of students and understand how cultural heritage impacts interpersonal relationships.



It is the policy of Northwest Area Education Agency not to discriminate on the basis of race, color, national origin, sex, disability, religion, creed, age, marital status, sexual orientation, gender identity, and socioeconomic status in its educational programs and employment practices. There is a grievance procedure for processing complaints of discrimination. If you have any questions or grievances related to this policy please contact Jerome Schaefer, Equity Coordinator, 1520 Morningside Ave., Sioux City, IA 51106, 712/222-6114

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