

## “Calling All Substitute (Guest) Teachers!”

Date: April 26, 2010  
To: Substitute (Guest) Teachers - Calgary Separate School Board  
From: Calgary Separate Local #55 Substitute (Guest) Teachers' Committee  
Re: APRIL NEWSLETTER, 2010

---

*Welcome to the THIRD EDITION of the Local 55 Substitute (Guest) Teacher Committee's e-mail report to all guest teachers. Our newsletter will continue to go out on a regular basis, to keep you informed of various current events or issues.*

*If you know of a guest teacher who has not yet provided our local office with their home (not cssd) e-mail, please encourage them to do so as soon as possible by phoning the ATA office at 403-265-2678. The office phone number will also be placed in the Substitute “Guest” Teacher sign-in book in each school, for your convenience.*

### COMING UP

#### 1. Smartboard Sessions for Substitute Teachers

- a) **Level 1 (Beginners)** will again be offered. Classes will be held Wednesdays, **May 12, 26 and June 9**, 4:00 pm – 5:30 pm, **at St. Leo Centre**, 6220 Lakeview Dr. SW.
- b) A **Networking Session** - for those who have **completed Level 2**, will be held **at St. Paul Centre**, 124 – 24<sup>th</sup> Ave NE on **Wednesday, June 2**, 4:00 pm – 5:30 pm.

**2. The Annual Spring Workshop for Substitute “Guest” Teachers** will be held **Thursday May 7, 2010** at Central Memorial High School, from 4:30 - 8:00 p.m., (Supper included). The cost is \$16.00. This event is organized by the Calgary Board of Education Substitute Teachers Group, ATA Local 38. The **invitation/registration form**, (including details of four sessions offered) has already been **sent to you via your home-mail**. If you are interested in attending, please drop off the registration form and fee at the Local 38 office or send it via Canada Post mail. (Address same as above, Ste. 212). Deadline: Tuesday, May 4, 2010. **Our Local 55 Committee will reimburse one-half the cost for the first 10 who register.**

**3. The Third Annual Year-End Social for Substitute “Guest” Teachers** will be held **Tuesday, June 1, 2010** from 4:30 p.m. – 6:00 p.m. This friendly gathering will be held **at the ATA Local 55 office**. All are warmly invited to attend and share not only lively conversation with other guest teachers but also enjoy wine, cheese and other nibbles.

## DID YOU KNOW?

### 1. How Substitute Teachers May Qualify for Employment Insurance

The Provincial ATA website, [www.teachers.ab.ca](http://www.teachers.ab.ca), contains links to detailed information about this important topic. With this newsletter, we have included **an attachment entitled “Employment Insurance Information for Substitute Teachers,”** explaining how you can access this information.

### 2. The ATA publication, “Substitute Teachers: Professional Replacements,” (Revised 2009) – a wealth of information for all guest teachers.

A copy of the Table of Contents is **attached** for your perusal. This monograph assists in the process of ongoing education and awareness concerning the wide variety of issues affecting substitute teachers. **A printed copy is available at no charge to you at the Local 55 ATA office. To access and read the PDF version online, go to: [www.teachers.ab.ca](http://www.teachers.ab.ca) ⇒ Quick Links ⇒ Publications ⇒ Other Publications.** Type the above title into the “Search” box, and click “Go”.

### 3. Committee work in June prepares for August Orientation!

Every June, our Committee members get together to sort, collate, and package into folders all the information needed for guest teachers at the Substitute Orientation held in August.

## LOOKING BACK

### 1. Your Substitute (Guest) Teachers' Committee has been busy!

An article regarding **four major initiatives** implemented by the Substitute (Guest) Teachers' Committee **over the last two years** has been printed **in the April issue of INFO 55**. Copies are in all the schools. You can also read the article by going to the Local website, **[www.ataloc55.ab.ca](http://www.ataloc55.ab.ca), and clicking on “INFO 55” on the left side of the screen.**

### 2. Kudos to all of you!

Substitute “Guest” Teachers are a vital part of our educational system and deserve the same respect as full time teachers are given.

**\*\*Pat yourself on the back for a job, well done! You deserve it!\*\***

## NEED INFORMATION OR ASSISTANCE?

Remember, **if you need any assistance or have any concerns or questions** related to substitute (guest) teaching, don't hesitate to **contact Stephen Jones, Executive Assistant**, Calgary Separate Local #55, either **by phone, 403-265-2678**, or e-mail [ea@ataloc55.ab.ca](mailto:ea@ataloc55.ab.ca). Your concern or issue will be put on the agenda for the next monthly meeting of the Committee.

**Yours in teaching,**

*Helen Rennie (Chair), Carmen Katulka, Janet Shea,  
Johnnie DesRochers, Katrina Tindall, Lois Facca*