



Substitute Teachers Information Information Sheet

Substitute Teacher Menu : Form

Substitute Teacher Menu

- Update Major and Minor List
- Create file for ISF
- Print Complete Substitute Teacher Listing
- Print Complete Substitute Listing by District
- Print Addendum to Substitute Teacher Listing
- Print Substitute Renewal Forms
- Reset Substitute Active Codes 1 and 2 to 3
- Return to Main Menu

The Substitute Teachers Information system from Smolinski Consulting was developed for the Will County ROE. Besides registering certificates, Will County will perform the background checks required for substitute teachers. Then, when a substitute is cleared to teach, Will County ROE will provide teacher's information on lists that are available to school districts.

Substitute Teacher Information

9/5/2003 9/8/2003

CBC Sent Date **CBC Receive Date** **CBC OK** **Attended Sub Training Class**

8/18/2003 8/4/2003 8/4/2003

Physicians Statement Recd **I-9 Recd** **DCFS Recd**

6-12 1/5/2004 3

Acceptable Grade Level **Activation Date** **Active Code**

Major/Minor **Teacher Districts**

Major/Minor Code	Name	Dist #
1	HISTORY	91
2	POLITICAL SCIEN	114
*		122
		157c

Record: 1 of 2 Record: 1 of 1

Besides the name, address and education information, the information to the right is also maintained. Will County performs the Criminal Background checks so that a substitute teacher does not have to have it done in each

district in which they want to sub. The substitute has a choice in which districts they would like to be listed.

Appearance of names on this list is your assurance that required personnel documents are on file in the Regional Office.

A new element to the program (shown at left) is now the ability to upload the database to a password secured website where the school districts can see the most up-to-date list of subs.

All substitutes are organized alphabetically by subject.

Please Enter the School District

17, Channahon Find Subs

Finally, the system can print letters to each active sub during the summer asking if they have any changes to their information and/or districts requested.

Here are the Substitute Teachers for District:

17 Printer Friendly Page

As of: 10/6/2004

For more information please call Mary Ellen Smollinski at 815-469-0910 or email her at maryellen@smolinsiconsulting.com.

Teacher Information	Teacher Phone	Grade Level	Cert. Type	Subject Areas	Subject Areas
ADAMOWSKI, QUNBLIN 307 NICHOLSON STREET JOLIET IL 60435	8157261956	6-12	39	HISTORY SOCIAL SCIENCE	
ALAIMO, SHAWNA 1222 HUNTER DRIVE SHOREWOOD IL	8157411024	K-5	39	GENERAL	
ALLEN, GEORGETTE 1303 CLARA AVE JOLIET IL 60435	8157250607	1-12	03	GENERAL LANGUAGE ARTS MATHEMATICS	