

ILLINOIS ASSOCIATION OF SCHOOL PERSONNEL ADMINISTRATORS

IASPA This Week

April 21, 2025

[IASPA.org](https://iaspa.org)



IASPA: We support the Human
Resources professionals that support
our schools

[Join Today!](#)

The Power of Positive Psychology In Education: Cultivating A Culture of Positivity, Optimism and Well-Being



Who Should Attend:

- School District Administrators
- District Leaders
- Principals and Assistant Principals
- Teachers
- Transportation Staff
- Custodians and Food Service
- School Board Members
- Parents and Friends

Shawn Achor, Exclusive Partner.
Positive Psychology Expert, NY Times Best Selling Author

School District Benefits:

- Develop a culture that embraces positive change
- Increase employee satisfaction and retention
- Improve employee well-being
- Create and sustain a more optimistic, adaptive, and resilient workforce through the power of positive psychology
- Attract the best staff and retain them
- Increase student academics and success

One Day Happiness Advantage | Orange Frog Workshop

June 24, 2025 – Full Day

09.00am – 3.00pm

Schaumburg School District 54
Professional Learning Center
524 E. Schaumburg Road,
Schaumburg, IL 60194



Don't Delay! Register Now

► **T: 786-253-7703**
andyg@ithoughtleader.com

[Register Today](#)

[For More Information](#)

Join Us for the Inaugural SUB SUMMIT! May 29, 2025 @ NIU Naperville

Whether you're looking to improve sub retention, streamline management processes, or build a more engaged substitute workforce, this summit offers practical solutions and networking opportunities to help you succeed.

IASPA Substitute Summit

NIU Naperville

May 29, 2025

8:00 AM

Registration and Breakfast

8:20 AM

Welcome and Top 10

LINDSAY JONAS
IASPA
SPENCER SUNDE
RED ROVER

Did you know that substitute teacher shortages are affecting schools across the country? Or that some states offer creative incentives to attract guest educators? Join us as we break down the Top 10 Need-to-Know Facts about substitutes—covering trends, challenges, and innovative solutions happening nationwide. Whether you're a school leader, HR professional, or educator, this session will give you key insights to better support and appreciate the guest teachers who keep our schools running smoothly.

8:45 AM

Building and Sustaining a Robust Substitute Teacher Pool

RENEE ZOLADZ
DIRECTOR OF HR
NEW TRIER HS DISTRICT

Creating and maintaining a strong substitute pool is essential for the success of any school district's HR department. Achieving this requires intentional efforts in outreach, comprehensive training, continuous professional development, and building meaningful relationships with substitutes. In this workshop, New Trier High School will share their proven strategies for not only having a surplus of substitutes but also keeping them engaged and connected to the district's mission. Learn how their approach fosters lasting relationships and ensures an enthusiastic and reliable substitute pool.

9:30 AM

Subs Are Teachers Too!

LAURA HISOCK
OUTREACH
COORDINATOR
TRS

Earnings and service credit are reported to TRS for each day of work by certified staff in your district. This includes your substitute teachers. Subs often do not receive benefits in the district but they are accumulating benefits with TRS, the same as your contracted staff. This presentation will outline how subs are earning their way to retirement, disability and death benefits with TRS.

10:15 AM

Cha-Ching! Tracking Extra Pay with Google Forms and Sheets

KENDRA ASBURY
DIRECTOR OF HR
HONONEGAH D207

Stop letting 'extra duty pay' become an 'extra burden'! This hands-on workshop will demo how to use Google Forms and Sheets to build a customized system for tracking supplemental pay records from your schools, ensuring transparent, accurate, and timely payments.

11:00 AM

Empowering Substitutes: A Blueprint for Substitute Training

LESLIE ALBEE &
SHERRILYN THOMAS
BLOOMINGTON D87

In this session, participants will learn how to set up an effective substitute teacher orientation, covering key steps like clocking in and out, accepting assignments, and introducing substitutes to their essential role in the classroom. We'll provide practical tips to ensure substitutes are well-prepared and supported for success in working with students.

11:45 AM

Licensed to Sub

NORTH COOK ISC
LICENSURE TEAM

No license? No problem! When a candidate doesn't have the right credentials, they're counting on you to help them navigate the path to becoming a licensed substitute teacher. This session will break down the options, shortcuts, and must-knows for getting them certified and classroom-ready. Because every great sub deserves a smooth ride to success!

12:30PM

Lunch & Sub Spark- Igniting Ideas for Guest Teacher Success

1:15 PM
CHERYL MOORE
DIRECTOR OF HR
NORTH COOK ISC

They Did What?

This session will provide a framework to address performance issues including when to exclude substitutes from specific assignments and when to remove them entirely from your district.

GINA HERMANN
ASSISTANT SUPT, D181

2:00 PM

Be Our Guest! Celebrating Your Guest Teachers

PANEL

Guest teachers step in and save the day—so let's make sure they feel valued! Join this panel discussion as we share creative, practical ways to celebrate, honor, and retain substitute teachers. From shout-outs to incentives, we'll explore strategies that make a lasting impact. Because a little appreciation goes a long way!

2:45 PM

Closing



Red Rover

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Register for the Sub Summit Today!

IASPA WEBINAR *Wednesdays*

WW. Succession Planning for Success

Monica Schroeder
Deputy Superintendent
North Shore SD 112

Wednesday, May 21, 2025
12:00-1:00 PM

WW.05.21.25

WW. Onboarding New Staff

Debby Marquardt
HR Coordinator
Adlai Stevenson HS 125

Wednesday, April 23, 2025
12:00-1:00 PM

WW. 06.11.25

A full list of 2024-2025 WWs is now open for registration!
Check them all out [HERE!](#)



W.W. Recording Archives

If you missed a Webinar Wednesday, check out the [Webinar Wednesday Archives](#) to view ALL of the previous sessions.

[Click HERE for Archives](#)

NOW HIRING!!



Post your vacancy
today!

JOB BOARD

More Positions
posted every
week.

- Executive Assistant for HR
- Education Service Division Chair
- Director of Student Services
 - HR Data Analysts
 - Chief Tech Officer
- Executive Director of High School
 - Executive Director of HR
 - Director of Student Services
 - Director of HR and Talent Acquisition
- Executive Director of SpEd
 - AVAC
 - Superintendent
- Network & Systems Infrastructure Engineer
- IT System Support Specialist
- Building Principal Positions (+10)

IASPA ADMIN
ACADEMIES

AA #3859 Essentials of the School HR Office - June 2025 - ONLINE

This course provides HR Administrators with information about the key responsibilities of the Human Resources role and the essentials of the work of the HR Office. The presenter will cover the various standards an administrator needs to be aware of in the management of human resources and operational procedures.



This Week's TOP TOPICS

- Voluntary/Involuntary Transfer Language
- Evaluation Timelines for Principals, Directors, and Coordinators
- Certified Job Descriptions

and many many many more. This week was a busy on CONNECT!

Join a conversation today!

Red Rover is one of our supportive & incredible IASPA Business Partners.

Take a look at all that they have to offer IASPA Members
& click the info button below to reach out to their team to set up a time to connect
with Red Rover

Absence Management, Simplified.

Red Rover makes it easier than ever to fill absences with highly qualified subs. No more complicated systems or messy paperwork.

Red Rover is a modern, flexible and intuitive substitute placement solution

packed with all the tools you need to simplify your district's workflow and increase your district's fill rate.



Mission Critical HR Software

One unified system for your K-12 school workforce

ABSENCE MANAGEMENT

Absence Tracking Substitute Scheduling

- Partial Fill Absences
- Job Acceptance via Text
- FMLA Notifications
- Calendar Limits & Events
- Absence Approvals

TIME TRACKING

Timekeeping Extra Duty

- Single User Record
- Variance / Exception Pay
- Multi-Level Workflow
- Comp Time
- Natively Built with Absence

HIRING

Talent Acquisition Onboarding

- Requisitions
- Resume Parsing
- Video Interviews
- Reference Checks
- Electronic Forms

Spencer Sunde | ssunde@redroverk12.com | 484-889-6024

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