



# Substitute Training Classes

**This WORKSHOP is mandatory prior to employment as a Substitute Teacher.**

## Training Option #1

**Substitute Teacher Training** is offered by local community schools using **Google Meet Platform**. This training of six (6) hours is given in two (2) evening classes or one class on Saturday. With these classes you will learn real world examples of how to positively manage students and get helpful information about school centers.

### WORKSHOP (There are no refunds).

Community School offices open after 2:00 PM on Monday – Thursday  
You must pre-register by the Thursday before the class begins. For information, please call the school.



You are exempt from this Training (proof is required), if **within the last 5 years**:

- You have been an SDPBC substitute teacher, **or**
- You held a valid Substitute certificate from another county, **or**
- You have been an active, certified classroom teacher, **or**
- You retired from a K-12 classroom teaching, **or**
- You have been a student teacher (or are entering your student teaching)

LOCATIONS	WORKSHOP Dates
<b>John I. Leonard Comm. High</b> 4701 10 <sup>th</sup> Ave, North Greenacres, FL 33463 (561) 641-1237	<i>Saturday Classes: Meet from 10:00 AM to 4:00 PM</i> <i>You may register online at <a href="http://www.pbclearn.org">www.pbclearn.org</a>.</i>
<b>Palm Beach Central Comm. High</b> 8499 W Forest Hill Blvd. Wellington FL, 33411 (561) 304-1008	<i>Classes meet from 5:30PM to 8:30PM - Google Meet</i>
<b>Palm Beach Gardens Comm. High</b> 4245 Holly Drive Palm Beach Gardens FL, 33410 (561) 775-7228	<i>Classes meet from 5:45PM to 8:45 PM</i> <i>You may register online at <a href="http://www.pbclearn.org">www.pbclearn.org</a> or in person after 3 pm.</i>
<b>Palm Beach Lakes High</b> 3505 Shiloh Drive West Palm Beach, FL 33407 (561) 640-5025	<i>Classes meet from 5:00 PM to 8:00 PM for 2 Days on Google Meet</i> <i>You may register online at <a href="http://www.pbclearn.org">www.pbclearn.org</a>, click Fun &amp; Leisure.</i> <b>2021: April 13 &amp; 14, April 27 &amp; 28, May 4 &amp; 5</b>
<b>Palm Spring Comm. Middle</b> 1560 Kirk Road West Palm Beach FL, 33406 (561) 357-5017	<i>Classes meet from 6:00PM to 9:00PM for 2 Days on Google Meet</i> <b>2021: April 12 &amp; 13, May 10 &amp; 11</b>
<b>Seminole Ridge Comm. High</b> 4601 Seminole Pratt Whitney Rd. Westlake FL, 33470 (561) 422-2673	<i>Classes meet from 5:30PM to 8:30PM</i> <i>You may register online at <a href="http://www.pbclearn.org">www.pbclearn.org</a>, click Fun &amp; Leisure.</i>
<b>Wellington Comm. High</b> 2101 Greenview Shore Blvd Wellington, FL 33414 (561) 795-4900	<i>Classes meet from 8:00 am to 2:00 PM on Google Meet You may register online at <a href="http://www.pbclearn.org">www.pbclearn.org</a>, click Fun &amp; Leisure.</i> <b>2021: April 3</b>
<b>West Tech Education Ctr</b> 2625 Northwest 16th Street Belle Glade, FL 33430 (561) 829-4620	<i>Classes meet from 8:00 am to 2:00 PM on Google Meet You may register online at <a href="http://www.pbclearn.org">www.pbclearn.org</a>, click Fun &amp; Leisure.</i> <b>2021: April 3, May 8</b>



## Training Option #2

Complete the “**SubSkills Online Training.**”

**To complete the training, follow the instruction below:**

1. Go to <https://stedi.org/palmbeach> and choose "**SHOP.**"
2. Select the **SubSkills** option on you'd like, and **Add to Cart** .
3. Proceed to Checkout.

Upon completion of the training, a certificate will be issued. Submit a copy of the certificate to [ssjobsdepartments@palmbeachschools.org](mailto:ssjobsdepartments@palmbeachschools.org). In the Subject line, write **Attention Sub Office** and your name.