

SANTA FE ISD SUBSTITUTE NEWSLETTER



Reminders

- New Subs -Mandatory SafeSchools Courses are due 30 days from your active date
- If you have not attended the Mandatory CRASE Training - Next Date is November 8, 2023 from 8am-12pm at Cowan Education Center

Upcoming Events

- RJW Fall Festival
- November 10 - Veteran Days Ceremonies on all Campuses
- November 16 - Elementary Campuses Thanksgiving Feast
- November 17 - SFHS Fall Carnival
- November 17 - Early Release on all Campuses
- November 20 thru 24 - Thanksgiving Break/No School

Substitute Shout Outs

Thank you for working more
than 15 days in the month of
October!

Courtnei Black
Lisa Boles
Jaime Byrd
Leslie Derrick
Margie Dewey
Caitlyn Evans
Chad Hussey
Bonita Hyatt
Kaylene Jones
Autumn Juarez
Terri Murphy
Patty Kamata
Catherine Rich
Janet Ross
Mandy Tinkle

Thank you for working more
than 45 days since the 1st day
of school!

Lisa Boles
Jaime Byrd
Terri Murphy
Janet Ross
Mandy Tinkle

THANK
YOU!

From our SFISD Staff...



Substitute Shout-Out

Marilyn Ott

"Marilyn always has a positive attitude and have been available to fill in for us at the drop of a hat with no complaints. She is a Super Sub!"

~Lori Marks~

October 2023



Substitute Shout-Out

Alyssa Webb

"She is fantastic! On task, great classroom management and keeps the kids on task as well. She is very friendly to students and staff!"

~Audra Huddleston~

October 2023

you're
the
best

New to Our Substitute Tribe



Kimberly Bennett - Junior High and High School

Joy Hare - Barnett Elementary

Benjamin Thompson - RJ Wollam, Junior High and
High School

John Perdomo - All Campuses

Nicholas Robertson - All Campuses

Shawna Ginn - All Campuses

Terri Mills - All Campuses

Diana Rabago - All Campuses

Kayla Trogdon - All Campuses

Griffith Kubicki - All Campuses



**WELCOME
TO THE TEAM**

Happy Birthday

Santa Fe ISD would like to wish a Happy Birthday to our substitutes who have Birthdays in November!

Astrid Ayala-4th

Amber Diehl-5th

Margie Dewey-12th

Kayla Trogdon-12th

Benjamin Thompson-14th

Chad Hussey-14th

Mary Martin-16th

Jamie Byrd -24th

Kimberly Bennett-24th

Chrissy Rodriguez-26th

Chally Murrillo-29th



From Tara Mata...

Santa Fe ISD Payroll Calendar and Information

Santa Fe ISD payroll dates are the 10th and 25th of each month, unless the 10th or 25th fall on a non-workday, in which case payday will be on the closet workday before the 10th and 25th. Substitutes are paid in conjunction with the dates listed on the payroll calendar below. Please make note of the dates that fall into each pay date. You can compare the dates on the calendar with the dates that you have worked in AESOP to determine how many days you will be getting paid for. See the 2023-2024 Payroll Calendar below.

2023-2024

10TH PAYROLL	PAYROLL DUE DATES
25TH PAYROLL	ARE CRITICAL!!

All Manual Trades, Substitutes, Police, Crossing Guards and Extra Duty follow the same Due To Payroll guidelines!

*Note: Payroll due dates are every Wednesday following week end, unless a holiday is observed and marked as a critical Monday due date

PAY PERIOD		DUE TO PAYROLL		PAYDATE
From	To			
7/30/2023	8/5/2023	8/9/2023		9/8/2023
8/6/2023	8/12/2023	8/16/2023		9/8/2023
8/13/2023	8/19/2023	8/23/2023		9/25/2023*
8/20/2023	8/26/2023	8/30/2023		9/25/2023*
8/27/2023	9/2/2023	9/6/2023		9/25/2023*
9/3/2023	9/9/2023	9/13/2023		10/10/2023
9/10/2023	9/16/2023	9/20/2023		10/10/2023
9/17/2023	9/23/2023	9/27/2023		10/25/2023
9/24/2023	9/30/2023	10/4/2023		10/25/2023
10/1/2023	10/7/2023	10/11/2023		11/9/2023
10/8/2023	10/14/2023	10/18/2023		11/9/2023
10/15/2023	10/21/2023	10/25/2023		11/17/2023
10/22/2023	10/28/2023	11/1/2023		11/17/2023
10/29/2023	11/4/2023	11/8/2023		12/8/2023
11/5/2023	11/11/2023	11/15/2023		12/8/2023
11/12/2023	11/18/2023	11/27/2023		12/19/2023
11/19/2023	11/25/2023	11/29/2023		12/19/2023
11/26/2023	12/2/2023	12/6/2023		1/10/2024
12/3/2023	12/9/2023	12/13/2023		1/10/2024
12/10/2023	12/16/2023	12/20/2023		1/25/2024*
12/17/2023	12/23/2023	1/4/2024		1/25/2024*
12/24/2023	12/30/2023	1/4/2024		1/25/2024*
12/31/2023	1/6/2024	1/10/2024		2/9/2024
1/7/2024	1/13/2024	1/17/2024		2/9/2024
1/14/2024	1/20/2024	1/24/2024		2/23/2024
1/21/2024	1/27/2024	1/31/2024		2/23/2024
1/28/2024	2/3/2024	2/7/2024		3/8/2024
2/4/2024	2/10/2024	2/14/2024		3/8/2024
2/11/2024	2/17/2024	2/21/2024		3/25/2024
2/18/2024	2/24/2024	2/28/2024		3/25/2024
2/25/2024	3/2/2024	3/6/2024		4/10/2024
3/3/2024	3/9/2024	3/18/2024		4/10/2024
3/10/2024	3/16/2024	3/20/2024		4/25/2024*
3/17/2024	3/23/2024	3/27/2024		4/25/2024*
3/24/2024	3/30/2024	4/3/2024		4/25/2024*
3/31/2024	4/6/2024	4/10/2024		5/10/2024
4/7/2024	4/13/2024	4/17/2024		5/10/2024
4/14/2024	4/20/2024	4/24/2024		5/24/2024
4/21/2024	4/27/2024	5/1/2024		5/24/2024
4/28/2024	5/4/2024	5/8/2024		6/10/2024
5/5/2024	5/11/2024	5/15/2024		6/10/2024
5/12/2024	5/18/2024	5/22/2024		6/25/2024
5/19/2024	5/25/2024	5/29/2024		6/25/2024
5/26/2024	6/1/2024	6/5/2024		7/10/2024
6/2/2024	6/8/2024	6/12/2024		7/10/2024
6/9/2024	6/15/2024	6/19/2024		7/25/2024
6/16/2024	6/22/2024	6/26/2024		7/25/2024
6/23/2024	6/29/2024	7/8/2024		8/9/2024
6/30/2024	7/6/2024	7/10/2024		8/9/2024
7/7/2024	7/13/2024	7/17/2024		8/23/2024*
7/14/2024	7/20/2024	7/24/2024		8/23/2024*
7/21/2024	7/27/2024	7/31/2024		8/23/2024*

