



SUBSTITUTE TEACHER

WORKSHOP

DATE & LOCATION

**DECEMBER 10, 2025, 9:00 AM – 10:30 AM
AT THE CENTRAL OFFICE COMPLEX
(474 HWY 317, CENTERVILLE)**

THINGS TO KNOW

- Attendance is mandatory to sub in St. Mary Parish Public Schools.
- Seating is limited and must be reserved through email only.
- Must pass a background check.
- Fingerprinting fee is \$54.50 – fee reimbursed after completing at least 4-full days of sub work.
- Retired teachers, paras, and current substitutes are not required to attend.
- Must bring a physical copy of driver's license/photo ID, social security card, and highest level of education diploma/transcript.

REGISTRATION

**Email Ms. Burke at sburke@stmaryk12.net.
Seating reserved through email only.**

DEADLINE TO REGISTER IS DEC. 4, 2025.