



SUBWAY NEWS

5/28/2019

YOU MAKE A DIFFERENCE!

- School ended Thursday, May 23, 2019.
- We want to thank you for your dedicated service to the Mat-Su Borough School District! You are an important part of our education endeavor.



REMINDERS



- Building Subs, Long-term Subs, Food Service Subs, Nurse Subs, and Custodial Subs, please return your badges to the Administrative Secretary at your work site.
- Login to your e-mail throughout the summer in order to keep your accounts current and stay up to-date regarding new information for next school year.



NEXT SCHOOL YEAR

- If you subbed at least once during the 2018-2019 school year, you only need to check with HR and make sure that your Interested Persons Report is current in order to remain active in the 2019-2020 school year.
- Subs that signed up this school year, but did not sub in the 2018-2019 school year, will be required to turn in a Substitute Update Application to remain active in the 2019 -2020 school year.

PERSONAL INFO CHANGES

Employee Self Service (ESS) is a system that provides substitutes access to personal, pay, and tax information. You can view and print check stubs as well as view and update personal information. You can log into ESS through the website <https://tylerweb.matsuk12.us/MSS/login.aspx>



District Contact

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MSBSD: *We prepare all students for success*



SUBWAY NEWS

5/17/2019

SUBSTITUTE RECOGNITIONS

You all are valuable and important contributors to preparing students for success! The two substitutes that were selected by schools for an appreciation award for April and May are Rebecca Shoemake and Megan Dean.

- **Mat-Su Day School - Rebecca Shoemake** is a wonderful sub! She is willing to step into any position; elementary or secondary, certified or classified and does an outstanding job! She treats our students with dignity while holding them accountable to our program's guidelines. She follows lesson plans, but can think outside the box as needed. Rebecca is a valuable member of our team when she is subbing in our building.
- **Midnight Sun Charter - Meghan Dean** is always on time if not early. She is willing to do any position we ask her to fill, and any job that is needed done (Make copies, recess monitoring, teach, testing proctor, the works). She is always nice and cheerful with a smile on her face.



NEW ONLINE SUBSTITUTE ORIENTATION

If you subbed in the 2018-2019 school year and are subbing next school year, the District is requiring you to complete these trainings by October 31, 2019, in order to remain active next school year. Here is a link that will give you instructions on how to get to the required trainings: [Click Here.](#)



Have a Great Summer!

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