



Substitute Teacher Information Package

Learning Today to Improve Tomorrow



General Information

Early Calls

Substitution calls may start as early as 7:00am. The Substitute Booking Clerk will contact the school secretary to inform them of the teachers that called in ill.

Cancellation

We ask that if substitute teachers need to cancel their booking, please provide the Substitute Clerk advance notice so that other arrangements can be made. Please call the substitute booking clerk as early as possible if you are sick on the day you are scheduled to substitute.

Substitution Contact:

Carla Gonzalez (starts at 7:00am)
Substitute Teacher Booking
Ph: 204-642-1717
carla.gonzalez@esd.ca

Pay Information

Substitute teachers are paid on the 15th and the last day of the month. If either of those days fall on a weekend or holiday; Pay will be moved to the last working day before said day.

The substitute teacher daily rate for the current school year is \$185.38.

Please direct inquiries to:

Kevin Theriault

Payroll Clerk
Ph: 204-642-6275
kevin.theriault@esd.ca



EVERGREEN SCHOOL DIVISION

2025 – 2026

LEGEND
SCHOOL DAY: Classes
NOON DISMISSAL
ADMIN / PD DAY: No Classes
HOLIDAY / WEEKEND: No Classes
Strong Beginnings* No regular classes for K - 6 K-6 Students attend by appointment.
Kindergarten: Full Days Monday to Friday
REPORT CARDS GRADES K – 8 November 28, 2025 March 27, 2026 June 30, 2026
REPORT CARDS GRADES 9-12 November 14, 2025 February 13, 2026 April 24, 2026 June 30, 2026
HIGH SCHOOL END OF TERM November 7, 2025 January 30, 2026 April 17, 2026 June 30, 2026
GRAD DATES GHS: June 24, 2026 RCI: June 25, 2026 ACI: June 26, 2026
Semester #1 Exams January 26-29, 2026
Semester #2 Exams Dates to be determined

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Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 Labour Day	2 Admin Day	3 PD Day	4 PD Day	5 Day 1 Classes Begin K-9	6
7	8 Day 2 Classes Begin 10-12	9 Day 1	10 Day 2	11 Day 1	12 Day 2 Regular Class 7-12 Strong Beginnings K-6	13
14	15 Day 1	16 Day 2	17 Day 1	18 Day 2	19 Day 1 Regular Class 7-12 Admin Day K-6	20
21	22 Day 2	23 Day 1	24 Day 2	25 Day 1	26 Day 2	27
28	29 Day 1	30 Truth & Reconciliation				

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Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 Day 2	2 Day 1	3 Day 2	4
5	6 Day 1	7 Day 2	8 Day 1	9 Day 2	10 Day 1 Noon Dismissal	11
12	13 Thanksgiving	14 Day 2	15 Day 1	16 Day 2	17 Day 1	18
19	20 Day 2	21 Day 1	22 Day 2	23 Day 1	24 MTS PD Day	25
26	27 Day 2	28 Day 1	29 Day 2	30 Day 1	31 Day 2	

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Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3 Day 1	4 Day 2	5 Day 1 Evening Conferences	6 Day 2 Evening Conferences	7 Conferences	8
9	10 Day 1	11 Remembrance Day	12 Day 2	13 Day 1	14 Day 2	15
16	17 Day 1	18 Day 2	19 Day 1	20 Day 2	21 Day 1	22
23	24 Day 2	25 Day 1	26 Day 2	27 Day 1	28 Day 2	29

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Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
30	1 Day 1	2 Day 2	3 Day 1	4 Day 2	5 Day 1 Noon Dismissal	6
7	8 Day 2	9 Day 1	10 Day 2	11 Day 1	12 Day 2	13
14	15 Day 1	16 Day 2	17 Day 1	18 Day 2	19 Day 1	20
21	22 Winter Break	23 Winter Break	24 Winter Break	25 Christmas Day	26 Boxing Day	27
28	29 Winter Break	30 Winter Break	31 Winter Break			

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Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1 New Year's Day	2 Winter Break	3
4	5 Day 2 Classes Resume	6 Day 1	7 Day 2	8 Day 1	9 Day 2	10
11	12 Day 1	13 Day 2	14 Day 1	15 Day 2	16 Day 1	17
18	19 Day 2	20 Day 1	21 Day 2	22 Day 1	23 Day 2	24
25	26 Day 1	27 Day 2	28 Day 1	29 Day 2	30 Regular Class K-6 Admin Day 7-12	31



EVERGREEN SCHOOL DIVISION 2025 – 2026

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SCHOOL DAY: Classes
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Semester #2 Exams Dates to be determined

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Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 Day 1	3 Day 2	4 Day 1	5 Day 2	6 Day 1	7
8	9 Day 2	10 Day 1	11 Day 2	12 Day 1	13 Day 2 Noon Dismissal	14
15	16 Louis Riel Day	17 Day 1	18 Day 2	19 Day 1	20 Day 2	21
22	23 Day 1	24 Day 2	25 Day 1	26 Day 2	27 Day 1	28

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Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 Day 2	3 Day 1	4 Day 2	5 Day 1	6 Day 2	7
8	9 Day 1	10 Day 2	11 Day 1	12 Day 2	13 Day 1	14
15	16 Day 2	17 Day 1	18 Day 2	19 Day 1	20 Day 2	21
22	23 Day 1	24 Day 2	25 Day 1	26 Day 2	27 Day 1	28
29	30 Spring Break	31 Spring Break				

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Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 Spring Break	2 Spring Break	3 Good Friday	4
5	6 Day 2	7 Day 1	8 Day 2	9 Day 1	10 Day 2	11
12	13 Day 1	14 Day 2	15 Evening Conferences	16 Evening Conferences	17 Conferences	18
19	20 Day 1	21 Day 2	22 Day 1	23 Day 2	24 Day 1 Noon Dismissal	25
26	27 Day 2	28 Day 1	29 Day 2	30 Day 1		

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Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1 Day 2	2
3	4 Day 1	5 Day 2	6 Day 1	7 Day 2	8 Day 1	9
10	11 Day 2	12 Day 1	13 Day 2	14 Day 1	15 Admin Day	16
17	18 Victoria Day	19 Day 2	20 Day 1	21 Day 2	22 Day 1	23
24	25 Day 2	26 Day 1	27 Day 2	28 Day 1	29 Day 2	30

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Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
31	1 Day 1	2 Day 2	3 Day 1	4 Day 2	5 Day 1	6
7	8 Day 2	9 Day 1	10 Day 2	11 Day 1	12 Day 2	13
14	15 Day 1	16 Day 2	17 Day 1	18 Day 2	19 Day 1	20
21	22 Day 2	23 Day 1	24 GHS Grad	25 RCI Grad	26 ACI Grad	27
28	29 Day 1	30 Day 2				



Substituting 101: Helpful Hints

1. Arrive Early and Know Your Surroundings.

- When you are called for an assignment, try to get there at least 30 minutes before classes start (if you are called late in the morning, just do your best).
- Ask ahead of time about parking arrangements.
- Dress for the weather (you may have outside duty) and dress in layers (some classrooms are very cold, while others are hot).
- Head to the school office.
- You'll have to sign in, get an ID badge, keys/fob and learn about your specific assignment for the day.
- They may have a copy of a sub plan there in the office for you, or it may be in the classroom.
- Next, you'll need to find the classroom.
- If you cannot find the teacher's plan for the day, ask any of the surrounding teachers if they could help you. If not, call the main office to ask if there are any emergency plans kept on file.
- If no one is able to help you with plans, you may need to pull some of your "*plans that always work*" out of your schoolbag and 'wing it'; once the students arrive they may be able to orient you to some of the things they have been working on or are part of a routine.



- ### 2. Dress Professionally:
- Business casual is expected. Please be sure to avoid clothes with graphics and to dress appropriately for the subject you will be teaching that day.
- ### 3. Read over the teacher's plans. Look through the teacher's Sub Folder
- (if they have one). That will give you some time to process, gather materials, ask questions, etc. Also become familiar with seating charts, any rules posted in the classroom, the school's fire drill procedure, where the washrooms are and what are the rules around washroom and water breaks, any duties you'll have and when any breaks are scheduled.

4. Greet the students at the door or at the front of the classroom.

Nothing says confidence more to students than a teacher who stands at the door to say 'hello' and reminds them to prepare for class. A simple, "Welcome! Please enter quietly and take your seats. We'll begin at the bell" works wonders. You give them the expectations you want them to follow in a friendly manner. If you're at the door, be sure to glance into the classroom now and again to make sure they are following directions.



- ### 5. Start the class right away.
- As soon as it's time to start, take attendance, introduce yourself and do a brief review of what the class/day is going to look like. Be willing to answer a few questions, but then go right into the first lesson plan or activity.

Be flexible and tell the students they need to be flexible. They may say their teacher doesn't don't do things a certain way, but just remind them that you are not "Mr. Smith" and today may be different than their regular days.



Substituting 101: Helpful Hints

- 6. Try to follow the lesson as closely as possible and stick to the daily schedule.** Do the best you can to interpret and follow the expected outcomes, opening activities, lesson activities and closure activities for that class/school.

Not sure about an activity? Don't be afraid to ask the kids. There will be someone in the class who will want to help. Say something like: "Who wants to demonstrate to the class the correct procedure for _____?" This way, you're not outright admitting you have no clue what's going on. Chances are there will be plenty of eager helpers ready to save the day.



- 7. Leave feedback for the teacher.** Try to follow the plans as possible and be sure to leave notes for the teacher about what got done or didn't get done, which students were awesome and not so awesome, etc. If you couldn't understand the lesson, explain what parts got done and how you improvised.

If there is some marking that is straightforward (math worksheet, spelling test, etc.), consider helping the teacher out by doing it. Be sure to leave the classroom the way you found it. Make sure the students clean up at the end of the day and that you leave the teacher's desk as it was.

- 8. Create a Substitute Binder/Schoolbag.** Before you even go into classrooms, you should create a substitute binder full of ideas, activities, worksheets, lesson plans, etc. that you are comfortable with and work well with a wide range of age groups.

Why? There will be days when you will be called in to teach a class for which a teacher was not able to leave a lesson plan or enough of a lesson plan. Favorite read alouds and short stories are also good suggestions for your schoolbag contents.



Your schoolbag should also have a list of "10 - minute fillers": games, activities, short stories/riddles, etc. to help fill those 10 minutes before the bell, at the end of a lesson, etc.

If students are engaged, there is less potential for problems.



Substituting 101: Helpful Hints

9. **Brush Up on Classroom Management.** Before you step into any classroom, you should brush up on classroom management skills. It will be really handy to know (and even practice) ways to handle a class full of potentially rowdy students. Remember these tidbits: be consistent, be fair, treat students as students and not friends, be confident, use your 'look', and know the school's policies. There are many books, articles and on-line resources to get support around this. Talking to and observing other teachers are invaluable.



Be strong and confident early on. Seek student input but be decisive. Address issues as they arise; don't ignore them as they will get bigger not smaller. You can always be a little more lax as the day goes on, but they need to know they are not going to get away with certain behaviors just because you are a substitute. Some substitutes have their own rules that they share with each class... (ex.) "Mr. Smith's Top 3".

Another helpful management tip is to assign classroom jobs to students. Giving jobs to students who are up, moving around, possibly being disruptive, allows them to focus.

Be sure to "work the room". Being up and circulating always helps. Proximity is one of the best strategies for upping engagement and for lessening "mischief".

10. **Join the staff at breaks.** It's a great way to get to know them and the school. Do not talk negatively about the school, teachers, students. Keep conversations to general topics.
11. **Pop by the office on your way out.** Turn in any keys/fob and let secretary/Principal know you are leaving.
12. **Thank you!!**





Substituting 101: Policies and Procedures

The following highlights some of the most relevant ESD Procedures but you are invited to visit the ESD website and click on Administrative Procedures for more information on any of them.

If you are unsure about something, ASK before you ACT.

TECHNOLOGY:

Technology is changing every day and schools are doing their best to help students appropriately use technology as a learning tool. With all this will come even more emphasis on personal responsibility and using technology in appropriate ways, at appropriate times.



Computers:

Students are expected to...

- show all computers and ICT equipment care and respect
- not visit unauthorized sites
- not cyber – bully staff or fellow students, both in and out of school
- use technology for appropriate communications only

All Electronic Devices (I-pods, I – pads, cameras, cell phones, video games, etc.)

- All electronic devices must be kept out of sight and turned off during school hours/school activities unless prior permission has been given by the Principal, classroom teacher, bus driver, etc.
- In many courses and classrooms, there will be learning opportunities that incorporate the use of personal devices - teachers will invite students to use personal devices for educational purposes when it is appropriate to do so. Unauthorized use of these devices disrupts the instructional program and distracts from the learning environment.
- If students need to make contact with home regarding not feeling well, injury, etc. they should report to the school office
- Photos are not to taken at school by students as there is "an expectation of privacy" unless it is a public event like a Christmas Concert, etc.; students must check with their teacher before taking any pictures
- ESD will assume no responsibility in any circumstance for the loss, destruction, damage or theft of any personal electronic device.
- Abuse of ICT, whether the device is from home or school, may result in disciplinary action.
- School staff may confiscate these devices from students if they are used for unauthorized purposes or at unauthorized times. Other follow up may also be decided upon by the school dependent on the incident.



For more information see:

- 1.A.101 Cell Phone Use

CODE OF CONDUCT:

Evergreen School Division strives to provide a safe and caring environment. We use strength-based approaches to maintain respectful and responsible behaviors and to respond to inappropriate behaviors.

Students and staff must behave in a respectful manner towards one another.



The following are unacceptable behaviors that need to be addressed:

- name calling
- use of foul language
- physical assault or threat making;
- bullying, including cyber-bullying, any person or abusing physically, sexually, or psychologically – orally, in writing or otherwise;
- discriminating on the basis of any characteristics set out in the Human Rights Code of Manitoba;
- possessing, selling or being under the influence of alcohol, cannabis, or illicit drugs at school;
- gang involvement;
- possessing or using a weapon.

If any employee (including substitutes) or volunteer becomes aware that a pupil of a school may have engaged in unacceptable conduct while at school, at a prescribed school-approved activity or in other prescribed circumstances, must report the matter to the Principal of the school as soon as reasonably possible.

As a substitute teacher, you are expected to...

- establish and maintain a learning environment in the school which is pleasant, orderly, respectful and conducive to the students' engagement in learning;
- communicate information about student progress, attendance and behavior to classroom teacher/administration;
- be a role model in establishing a positive tone in the school;
- treat students fairly and consistently.



Disciplinary Consequences for Students: As a substitute you will need to take action to maintain discipline. This may include changing a student's seating spot, asking a student to talk to you in the hallway privately, speaking to a student at break, having a student spend some time with you at break, having a student work elsewhere, sending a student to the office, etc.

If you are unsure of what is common practice in the school you are in, and what is not, ask a teaching colleague or the Principal.

Other consequences need to be determined by the classroom teacher upon their return or by the school administrator, depending on the nature and urgency of the issue.

If there are students in the classroom with special needs/special plans, there may be special plans for responding to their behaviour. Be sure to check the teacher's notes, talk to the educational assistant (if there is one) or consult with the Student Services Teacher or Principal.

For more information see:

- Code of Conduct 1.A.30
- Extreme Behaviours – Prevention and Response Administrative Procedure 1.A.50
- Alcohol/Cannabis/Other Drugs Administrative Procedure 1.B.20

STUDENTS WITH SPECIAL NEEDS

ESD has many students with special needs. Sometimes the need is visible, and sometimes it is not. If a student has a special plan in place for academics, behavior, medical issues or safety, there should be notes about that student in the classroom teacher's sub folder. Information that is relevant to your needs as a substitute teacher will be shared with you. If you have concerns, check with the Student Services Teacher or Principal.

For more information see:

- Anaphylaxis/Allergies Administrative Procedure 1.B.30
- Inclusion Administrative Procedure 3.B.05
- Extreme Behaviours – Prevention and Response Administrative Procedure 1.A.50

SCENTS:

As certain scents/fragrances can cause discomfort or impact the health of others, substitutes are asked to limit or to not use these products.

For more information see:

- Scent/Fragrance Aware Administrative Procedure 8.66

SMOKING+:

All properties of the Division, including buildings, grounds and vehicles, are to be smoke, tobacco and vapour free environments for employees, students and visitors.

For more information see:

- Smoke, Tobacco and Vapour Free Environment Administrative Procedure 8.68



FIRE DRILLS and EVACUATION:

Evacuations are an emergency response to a fire, bomb threat, chemical spill or severe weather.



As a substitute you are responsible for the safety of the students in your care. You need to know the

closest exits (consult maps posted in each classroom space), the gathering spot for all the students and other important safety steps to take (doors closed for example). Be sure to ask for this information the first time you sub in each building. Remember to take a class list outside with you for any evacuation.

For more information see:

- Evacuation Administrative Procedure 8.21

LOCKDOWNS:

Lockdowns are an emergency response to:

- a person (or group) is out of control and there is potential for physical danger
- a person (or group) is in possession of weapons
- a person (or group) is on school grounds without permission and engaging in suspicious behaviours
- a person (or group) is avoiding school authorities when approached
- environmental concerns
- an event happening in community that presents potential danger

As a substitute you need to know what to do if a LOCKDOWN is announced over the PA. Your main priority is to secure a safe as possible location for you and your students, with minimal movement, noise, etc. and to stay in that location until instructed otherwise by a trusted source (Principal, RCMP, etc.).



If HOLD and SECURE is announced over the PA, that means that the perimeter of the school is locked down, and no one can enter or leave the building until hold is lifted.

For more information see:

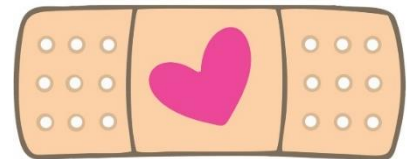
- Lockdown Administrative Procedure 8.22

ACCIDENTS and INCIDENTS:

As a substitute, you need to report any accidents/serious incidents or serious concerns to the school office. Depending on the accident/incident, your assistance may be requested in helping the student, problem – solving/debriefing or in filling in paperwork.

For more information see:

- Accidents: Students Administrative Procedure 8.13
- Accidents: Non-Students Administrative Procedure 8.12
- Abuse: Suspected Child Abuse Administrative Procedure 8.10



STUDENTS LEAVING SCHOOL:

If a student is ill and needs to go home or tells you they have an appointment and need to leave early, this needs to go through the school office. Do not dismiss children on your own unless it is a designated dismissal time or the adult picking up the child is verified as by the office first.

For more information see:

- Leaving School Premises Administrative Procedure 1.B.125.

NOTE: Schools often have handbooks and the like that contain information on school – based procedures. Request one from the school office.



School Directory



Arborg Early Middle School

251 David Street
Arborg, MB R0C 0A0

Phone: 204-376-5054

Fax: 204-376-2958

<https://www.esd.ca/aems>

arborgearlymiddleschool@esd.ca

Grades: K – 6

Principal: Jessica Vandersteen

Secretary: Miya Comeau

Substitute teachers are asked to check in at the office upon arrival at the school to receive lesson plan, keys etc.

Check in times:

For a.m. classes: 8:30 a.m.

For p.m. classes: 11:45 p.m.

Morning: in room by 8:50 a.m., classes start at 9:00 a.m.

Afternoon: in room by 11:55 p.m., classes start at 12:05 p.m.

Balanced School Day

AEMS TEACHER LIST	
2025-2026	
Bates, Cheryl	Grade 6
Capuska, Katrina	Grade 3
Chwalibogwa, Cheryl	Student Services
Johnson, Amy	Grade 2
Kilbrei, Carlin	Grade 2
Magnusson, Bailey	Grade 1
Marteinsson, Grace	Grade 1
Ostertag-Silver, Reena	Grade 5
Paslawsky, Lauren	Student Services
Semenek, Amber	Kindergarten
Sinclair, Kristen	Student Services
Skoropet, Alicia	Grade 2
Smolinski, Kira	Grade 4
Trumbley, Nadine	Grade 3
UnRuh, Rachel	Grade 4
Vandersteen, Jessica	Principal
Willms, Nicolas	Phys. Ed.



Arborg Collegiate Institute

461 St. Peters Street
Arborg, MB R0C 0A0

Phone: 204-376-2605
<https://www.esd.ca/aci>

Fax: 204-376-5160
arborgcollegiate@esd.ca

Grades:7-12

Principal: Brad Harding
Secretary: Terri Barkman

Substitute teachers are asked to check in at the office upon arrival at the school to receive lesson plan, keys etc.

Check in times:

For a.m. classes: 8:45 a.m.

For p.m. classes: 1:05 p.m.

Warning bells at 8:50 a.m. and 12:40 p.m.

Morning: in room by 8:50 a.m., classes start at 8:55 a.m.

Afternoon: in room by 1:10 p.m., classes start at 1:15p.m.

ACI TEACHER LIST	
2025-2026	
Borgfjord, Krista	Math
Burak, Rachelle	Phys. Ed.
D'Amour, Cendrine	ELA, Social Studies, French
Deck, Devon	Shops, ICT
Ewert, Jay	Art
Harding, Brad	Principal
Harding, Tayna	ELA, Home Economics,
Johannesson, Taylor	Math, ELA, Science
Ladeira Bilek, Karen	Math, Science
Mlodzinski, Renise	Band
Paredes, Jaime	ELA, Science, Social Studies, Phys. Ed.
Sagan, Craig	Math, Science, Law, CTS
Simundsson, Heida	Math
Stadnek, Scott	ELA, Social Studies, Outdoor Ed.



Dr. George Johnson School

53 Third Ave
Gimli, MB R0C 1B0

Phone: 204-642-8581

Fax: 204-642-8281

<https://www.esd.ca/gjms>

drgeorgejohnsonmiddleschool@esd.ca

Grades: 4-6

Principal: Nicole Young

Secretary: Ellen Acton

**Substitute teachers are asked to check in at the School Office upon arrival to sign in,
receive lesson plan, keys etc.**

Check in times:

For a.m. classes: 8:45 a.m.

For p.m. classes: 12:30 p.m.

Warning Bell rings at 8:50 a.m.

Morning: in room by 8:50 a.m., classes start at 9:00 a.m.

Afternoon: in room by 12:00 p.m., classes start at 12:10 p.m.

Balanced School Day

DJGS TEACHER LIST**2025-2026**

Angus, Kimberley	Student Services
Charrier, Justin	Grade 4
Clarke, Heather	Music
Croy, Kelly	Student Services
Enns, Matthew	Grade 6
Entz-Ducellier, Naomi	Grade 6
Fines, Carolyn	Grade 4
Gibson, Jason	Grade 5
Johnson, Cindy	Grade 4
Mills, Patrick	Grade 5
Truscott, Richard	Grade 6
Woytowich, Isaya	Grade 4
Young, Nicole	Principal



Gimli High School

52-7th Avenue
Gimli, MB R0C 1B0

Phone: 204-642-8546

Fax: 204-642-5063

ghs@esd.ca

<https://www.esd.ca/ghs>

Grades: 7-12

Principal: Jamie Gilbert

Vice Principal: Paul Bailey

Secretaries: Wendy Selkirk and Janique Lavallee

Substitute teachers are asked to check in at the School Office upon arrival to sign in, receive lesson plan, keys etc.

Check in times:

For a.m. classes: 8:45 a.m.

For p.m. classes: 1:05 p.m.

Warning Bells ring at 8:50 a.m. and 1:10 p.m.

Morning: in room by 8:50 a.m., classes start at 8:55a.m.

Afternoon: in room by 1:10 p.m., classes start at 1:15 p.m.

GHS TEACHER LIST**2025-2026**

Arnason, Linda	Alternative Learning Teacher
Arnbjornsson, Heida	Math, Social Studies, CTS
Bailey, Paul	Vice-Principal
Burns, Lindsay	Phys. Ed.
Clarke, Heather	Grade 7-8 Band
Crave, Ryan	ELA, Social Studies, ICT
Diogo, Alisa	Math, ICT, Law, Accounting
Doerksen, Rochelle	Phys. Ed.
Finnsson, Chad	Science, Social Studies, Psychology
Fridfinnson, Laura	Math
Giardino, Allyson	ELA, Art
Gilbart, Jamie	Principal
Groot, Mackenzy	ELA, Social Studies
Harding, Nathan	Math, Science, Outdoor Ed.
Hasselfield, Christof	ELA, French
Heminger, Chad	Phys. Ed.
Hildebrandt, Kurt	Social Studies, Outdoor Ed.
Konschuk, Jenna	Student Services
Lawrence, Amber	Student Services
Lugumire, Amiable	Math, Science, Outdoor Ed.
Marks, Stephanie	Grade 9-12 Band, Drama
Melnyk, Christopher	Shops
Michaluk, Anthony	Shops
Ngo, Koreen	Home Economics
Nickerson, Jason	ELA, Art
Noble, Shalyn	Phys. Ed.
Oleson, Taylor	Science, Social Studies, ICT
Pidwinski, Lisa	Science
Schimnowski, Rebecca	Math, French
Shortt, William	Math, Science
Warcimaga, Ashley	ELA, Social Studies



Riverton Early Middle School

118 Main Street
Riverton, MB R0C 2R0

Phone: 204-378-5145

Fax: 204-378-2964

<https://www.esd.ca/rems>

rivertonearlymiddleschool@esd.ca

Grades: K - 6

Principal: Randy Semenek

Secretary: Lindsay D'Hont

Substitute teachers are asked to check in at the office upon arrival at the school to receive lesson plan, keyset.

Check in times:

For a.m. classes: 8:30 a.m.

For p.m. classes: 11:45 p.m.

Morning: in room by 8:50 a.m., classes start at 9:00 a.m.

Afternoon: in room by 11:55 p.m., classes start at 12:05p.m.

Balanced School Day

REMS TEACHER LIST**2025-2026**

Barkman, Kelly	Grade 2
Barkman, Noreen	Grade 1
Bobrovich, Serena	Kindergarten
Charrier, Kathleen	Grade 4
Fisher, Haley	Student Services
Hibbert, Leanne	Grade 5
Kristjanson, Leila	Music
Nogaj, Michal	Phys. Ed., Literacy Interventions
Raine, Stephanie	Grade 6, Student Services
Semenek, Randy	Principal
Toderan, Candace	Grade 3



Riverton Collegiate Institute

134182 River St.
Riverton, MB R0C 2R0

Phone: 204-378-5135

Fax: 204-378-5201

<https://www.esd.ca/rci>

rivertoncollegiate@esd.ca

Grades: 7-12

Principal: Erin Furgala
Secretary: Maddie Bergman

Substitute teachers are asked to check in at the office upon arrival at the school to receive pamphlet, lesson plan, keys etc.

Check in times:

For a.m. classes: 8:45 a.m.

For p.m. classes: 1:05 p.m.

Warning bells at 8:55 a.m. and 12:40 p.m.

Morning: in room by 8:50 a.m., classes start at 9:00 a.m.

Afternoon: in room by 1:10 p.m., classes start at 1:15p.m.

RCI TEACHER LIST	
2025-2026	
Boaz, Sarah	Math, Science
Bodnarus, Donald	Science, Phys. Ed.
Dyke, Jennifer	Student Services, ELA, Social Studies
Einarson, Tamara	Math, Science
Furgala, Erin	Principal Math
Kornelsen, Gaylene	Student Services
Lubinski, Alison	Student Services
Mlodzinski, Renise	Band
Orbanski, Rachel	ELA, Art, Careers
Wallach, Daniel	Science, Outdoor Ed., Shops, Law
Ward, Mercedes	ELA, Social Studies
Ward, Rebecca	Math, Science



Sigurbjorg Stefansson Early School

11 Autumnwood Drive
Gimli, MB R0C 1B0

Phone: 204-642-1500

Fax: 204-642-1468

<https://www.esd.ca/sses>

sigurbjorgstefanssonearlyschool@esd.ca

Grades: K - 3

Principal: Crystal MacDonald

Secretary: Cathy Moar

Substitute teachers are asked to check in at the office upon arrival at the school to sign in and receive name tag, lesson plan, keys etc.

Check in times:

For a.m. classes: 8:30 a.m.

For p.m. classes: 11:45 p.m.

Warning Bell rings at 8:50 a.m.

Morning: in room by 8:50 a.m., classes start at 9:00 a.m.

Afternoon: in room by 11:55 p.m., classes start at 12:05p.m.

Balanced School Day

SSES TEACHER LIST**2025-2026**

Casper, Glenda	Grade 3
Elsworth, Holly	Grade 2
Gibson, Lianne	Kindergarten
Haycock, Joseph	Phys. Ed.
Isfeld, Krystal	Music
Johannesson, Tabitha	Grade 1
MacDonald, Crystal	Principal
Mager, Leanne	Grade 3
Michaluk, Lisa	Grade 1
Mills, Stephanie	Student Services
Poloski, Michelle	Grade 2
Sveinson, Tara	Kindergarten
Zahariuk, Katherine	Student Services



Winnipeg Beach School

185 Churchill Road
Winnipeg Beach, MB R0C 3G0

Phone: <https://www.esd.ca/wbs> winnipegbeachschool@esd.ca

Grades: K - 6

Principal: Raya Charrier
Secretary: Amy Kavanagh

**Substitute teachers are asked to check in at the School Office upon arrival to sign in,
receive lesson plan, keys etc.**

Check in times:

For a.m. classes: 8:30 a.m.

For p.m. classes: 11:45 p.m.

Warning Bells ring at 8:50 a.m.

Morning: in room by 8:50 a.m., classes start at 9:00 a.m.

Afternoon: in room by 11:55 p.m., classes start at 12:05 p.m.

Balanced School Day

WBS TEACHER LIST**2025-2026**

Campbell, Paula	Grade 4
Charrier, Raya	Principal
Johnson (Pawluk), Shawna	Grade 5
Kristjanson, Leila	Music
McDevitt, Posie	Student Services, Phys. Ed.
Mellen, Kayla	Grade 6
Specaluk, Makayla	Grade 1
Strachan, Megan	Student Services
Svienson, Jessica	Grade 3
Thordarson, Cherie	Grade 2
Torcia, Shannon	Kindergarten