



SUBSTITUTE TEACHER AND TEACHING ASSISTANT APPLICATION

Today's Date: _____

Name: _____

Mailing Address: _____

Phone #: _____ Alt. Phone #: _____

Email Address: _____

Have you been fingerprinted through NYS Education Dept? _____ If yes, give date: _____

I. Education

A. Secondary School	Dates of Attendance	Diploma
1. _____	_____	_____
B. Undergraduate/Graduate College or University	Dates of Attendance	Degree
1. _____	_____	_____
2. _____	_____	_____
C. Certification (if not certified, please write NONE)	State	Number
1. _____	_____	_____
2. _____	_____	_____

II. Please check the areas you would prefer to be called to substitute:

- | | | | |
|--------------------------------------|---|---|---|
| <input type="checkbox"/> Elementary | <input type="checkbox"/> Business | <input type="checkbox"/> Special Education | <input type="checkbox"/> Music |
| <input type="checkbox"/> English | <input type="checkbox"/> Spanish | <input type="checkbox"/> Physical Education | <input type="checkbox"/> Library |
| <input type="checkbox"/> Math | <input type="checkbox"/> French | <input type="checkbox"/> Art | <input type="checkbox"/> Science |
| <input type="checkbox"/> Technology | <input type="checkbox"/> Health | <input type="checkbox"/> Teaching Assistant | <input type="checkbox"/> Social Studies |
| <input type="checkbox"/> Computer Ed | <input type="checkbox"/> Home & Careers | | |

Rates of pay: Teacher Sub - \$100.00 per day (first 40 days); \$105.00 per day (days 41 and above)
Teaching Assistant Sub - \$95.00 per day; Teacher Aide Sub - \$91.45 per day

Note: Commissioner's Regulations prohibit an uncertified substitute who is not working toward certification from accumulating more than 40 days service annually in one school district.

III. Indicate your preferred grade level(s)

_____ Elementary _____ Middle School _____ High School

Are you available daily? _____ (If no, please explain when) _____

IV. **Law Violations:** Except for minor traffic violations, were you ever convicted of any violation of the law? _____ (If yes, please attach a complete explanation)

V. **Please list recent employment history** (name of company, position, dates worked):

Please return this application to:
Phelps-Clifton Springs Central School District
Attention: Human Resources
1490 State Rte. 488
Clifton Springs, NY 14432

The Phelps-Clifton Springs Central School District does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs, activities, employment, and admissions; and provides equal access to the Boy Scouts and other designated youth groups.

The following person has been designated to handle inquiries regarding the non-discrimination policies: Michelle Robinette, compliance officer/coordinator, at mrobinette@midlakes.org. Mrs. Robinette can also be reached at 315-548-6475 or via mail at the District Office: 1490 State Route 488, Clifton Springs, NY 14432.

Inquiries concerning the application of the Phelps-Clifton Springs Central School District non-discrimination policies may also be referred to the US Department of Education, Office for Civil Rights (OCR), 32 Old Slip, 26th Floor, New York, NY 10005, telephone 646-428-3800 (voice) or 800-877-8339 (TTY).