

BTHS DISTRICT 201
SCHOOL YEAR _____
SUBSTITUTE TEACHER

NAME _____ **PHONE** _____

ADDRESS _____

EMAIL _____

AVAILABLE TO WORK ON: MONDAY _____

TUESDAY _____

WEDNESDAY _____

THURSDAY _____

FRIDAY _____

WILLING TO WORK: BOTH CAMPUSES _____

EAST CAMPUS ONLY _____

WEST CAMPUS ONLY _____

We occasionally have the need for a substitute secretary. Would you be interested in subbing for a secretary? The pay is \$9.00 an hour for the first 225 hours and \$10.50 after that. Of course we would use you in a teaching position before even considering asking you to sub for a secretary. Do you want to be added to the substitute secretary list?

_____ Yes _____ No

My signature denotes that I understand there is no guarantee of regular employment and that I will be used on an "as needed" basis.

SIGNATURE _____

DATE _____

Check this box if you do **NOT** WISH TO BE INCLUDED ON THE SUBSTITUTE LIST.

Return this form to:

Human Resources
Belleville Township High School District 201
920 North Illinois Street
Belleville, Illinois 62220-4374

[drive/forms/infosheets](#)