



WESTMINSTER
SCHOOL
DISTRICT

Our Vision:

*"High Academic Achievement, health,
safety and well-being for all
Westminster School District students"*

14121 Cedarwood Ave.

Westminster, CA

92683-4499

Tel: (714) 894-7311

Fax: (714) 899-2781

Superintendent

Richard Tauer

Board of Trustees

Dave Bridgewaters

Sergio Contreras

Mary Mangold

Andrew Nguyen

Jo-Ann Purcell

Dear Prospective Substitute Teacher:

We will be having a group sign up for substitute teachers to be held at the district office on:

Wednesday
October 12, 2011 9:00 AM
No reservation necessary

Applications are available in our lobby. Length of time for this sign-up will be approximately 2 hours depending on the number of substitutes that apply.

Please bring the **original and a copy for me to keep** of the following items with you: your social security card, California driver's license, proof of your CBEST, proof of a current negative TB test (Mantoux), your original credential (or receipt.) Also needed are the names and social security numbers of two beneficiaries, the name, address, and phone number of your doctor, the name and phone number of two emergency contacts.

Sign ups will take place at the district office at 14121 Cedarwood Ave., Westminster in the district board room. If you need directions please call 894-7311.

You will need to have at least an Emergency Sub Permit to substitute teach in the Westminster School District. If you have a bachelor's degree and have passed the CBEST you can obtain an Emergency Sub Permit through the Orange County Department of Education. You must have your permit, or credential, or a receipt showing that you have applied for it before your paperwork can be processed.

Thank you for your interest in the Westminster School District and I'm looking forward to meeting you and working with you during the 2011-2012 school year.

Sincerely,

Debi Watson

Debi Watson

District Attendance Technician