Macon County R-1 School District

Substitute Teacher Information Sheet

_____ _____
Name Social Security Number

Home Ph # _____

_____
Date of Birth (required for sub certificate

Cell Ph # _____

Email _____

_____ _____
Mailing Address City

Do you have a degree? ☐ Yes ☐ No ☐ ASSOC. ☐ BACC. ☐ MAST. ☐ PHD

If no degree, how many college hours? _____

Area of study? _____

Grade level you sub for: ☐ (K-5) ☐ (6-8) ☐ (9-12) ☐ Career Center ☐ All Grades

Availability? ☐ Anytime _____ Part-time (please be specific)

Have you ever been convicted of a felony? ☐ Yes ☐ No

Are you a current member of the Public School Retirement System? ☐ Yes ☐ No

Do you currently hold a substitute certificate that was filed with another school district?
If so, please submit a copy for our files.

Apply for substitute certificate on-line: http://dese.mo.gov under web application (bottom left)

All substitute teachers are subject to a background check. The cost of the background check will be reimbursed by Macon R-1 School Board after 5 days of substituting has been completed. Proof of payment for the background check must be submitted to the Superintendent's office. If you substituted for us last year you will not have to have a background check again this year.
You will not incur this expense as long as you substitute for our school district at least one day every school year.
Comments: _____

The Macon County R-1 District does not discriminate in the areas of age, race, creed, color, religion, sex, national origin, veterans and the handicapped in regard to employment practices, recruitment, admission, placement and retention of students.
Title IX and Section 504 Coordinator: Superintendent of Schools
Address: 702 N. Missouri, Macon MO 63552 Telephone Number (660) 385-5719

Signature of Applicant _____