



# Human Resource Services

## Standardized School Site Substitute Teacher Packet

(Via School Office Manager and Regular Classroom Teacher)

Welcome to \_\_\_\_\_ School

Important Phone Numbers (School Site and Central Office)

School Office Manager

Phone Number:

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Principal

Phone Number:

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Assistant Principal(s)

Phone Number:

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Attendance

Phone Number:

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School Plant Operations Manager

Phone Number:

Campus Monitor

Phone Number: