

BOARD OF EDUCATION
SUSSEX-WANTAGE REGIONAL SCHOOL DISTRICT

27 Bank Street
Sussex, NJ 07461
973-875-3175
FAX: (973) 875-7175

REQUEST TO SUBSTITUTE IN THE 2023-2024 SCHOOL YEAR

Name: _____

Email: _____

Phone Number: _____

Please indicate your choice for the upcoming 2023-2024 School Year and sign below:

_____ **YES**, I wish to continue as an active substitute in the Sussex-Wantage Regional School District for the 2023-2024 school year in the following position(s) (please check all that apply):

- _____ **TEACHER**
- _____ **TEACHER ASSISTANT** (Includes Classroom / Bus or Van Aide / Café/Playground)
- _____ **SECRETARY**
- _____ **BUS DRIVER and/or VAN DRIVER**
- _____ **CUSTODIAN**
- _____ **NURSE**
- _____ **CARE PROGRAM** (Includes BEFORE and/or AFTER and/or SUMMER)
- _____ **SECURITY GUARD**

_____ **NO**, I do not wish to remain on the active substitute listing for the Sussex-Wantage Regional School District. I understand that should I wish to be a substitute in the future I may have to re-apply.

X _____

Signature

Date

Please return the completed form to Brenda VanWarner at the Board of Education office **no later than April 06, 2023**. You may return this form by mail, interoffice mail, email at bvanwarner@swregional.org, fax or in person.

PLEASE BE AWARE that if no response is received from you by the deadline noted above, it will be assumed that you do not wish to continue as a substitute in the Sussex-Wantage Regional School District and you will not be approved to sub in the upcoming school year. Should you later wish to be an active substitute after removal from the list you may be required to re-apply which may require being re-fingerprinted.

Thank you in advance for your prompt response!