

Dear Substitute Teacher Applicant:

Thank you for your interest in applying for a substitute teaching position in the New Paltz Central School District. Please complete the enclosed application and return it to my attention. Please list an email address that you can be contacted at, if needed.

Minimum application requirements:

High School Diploma

At least one year beyond High School

All applicants must attach a copy of their high school diploma or a copy of their college transcript.

Non-certified substitutes are not permitted to teach more than forty (40) days per year in any school district.

You may be contacted for an interview by one of the building administrators.

Candidates for employment in school districts must obtain fingerprint clearance through New York State Education Department prior to being hired.

Substitute Teacher applications can be submitted by the following methods:

1. Mail to: New Paltz Central School District
Attn: Dr. Linda Oehler-Marx, Deputy Superintendent
196 Main Street, New Paltz, NY 12561
2. Email to: Elisabeth Doolan, Administrative Assistant to the Deputy Superintendent
edoolan@newpaltz.k12.ny.us
3. Fax to: (845) 256-4027
4. Drop off in person to the Deputy Superintendent's Office located in the New Paltz CSD District Offices at 1 Eugene L. Brown Drive, New Paltz, NY.

Submission of an application does not guarantee an interview or employment.

Feel free to call my office with any questions.

Sincerely,



Dr. Linda Oehler-Marx
Deputy Superintendent

LOM/ed