

Clackamas County School Districts

SCHOOL DISTRICT & ADDRESS	CONTACT PERSON & PHONE #	DAYS/ TIME	BRING TO REGISTRATION
Canby District #086 1130 S Ivy Street Canby, OR 97013	Marianne Sullivan (503) 266-0006 sullivam@canby.k12.or.us	Call first for instructions	<i>Bring:</i> Clackamas ESD Substitute Teacher Registration Card, teaching license, transcript showing completion of mandatory training, Social Security card, and picture ID. Complete: W-4, I-9, PERS form, and Substitute Information Sheet.
Colton District #053 30429 S. Grays Hill Road Colton, OR 97017 (503) 824-3535	Natalie Weninger (503) 824-3535	Monday - Friday 8:00 AM - 4:00 PM CLOSED No appointments necessary	<i>Bring:</i> Clackamas ESD Substitute Teacher Registration Card, teaching license, transcript showing completion of mandatory training, picture ID, Social Security card, and voided check. <i>Complete:</i> Substitute Information sheet, I-9, and W-4.
Estacada District #108 255 NE 6th Street Estacada, OR 97023	Netra Thoma Lisa Akins (503) 630-6871 x 2903	Visit Estacada website for information on current process	<i>Bring:</i> Clackamas ESD Substitute Teacher Registration Card, teaching license, transcript showing completion of mandatory training, ID for completion of I-9, and Social Security Card. <i>Complete:</i> Payroll Information sheet, W-4, and I-9.
Gladstone District #115 17789 Webster Road Gladstone, OR 97027	Tammy Tracy (503) 655-2777	Not accepting sub registrations for 2011-2012 until further notice	<i>Bring:</i> Clackamas ESD Substitute Teacher Registration Card, teaching license, transcript showing completion of mandatory training, I-9 verification documents, and Social Security card. <i>Complete:</i> District Application, PERS form, W-4, and I-9.
Lake Oswego School District #007 2455 SW Country Club Road SF Lake Oswego, OR 97034	Chris Eastin (503) 534-2468	Visit Lake Oswego website for information on current process	<i>Bring:</i> Clackamas ESD Substitute Teacher Registration Card, teaching license, transcript showing completion of mandatory training, I-9 verification documents, and Social Security card. <i>Complete:</i> District Application, PERS form, W-4, and I-9.
Molalla River District #035 SF 412 South Sweigle Avenue Molalla, OR 97038	(503) 829-2359 Lisa Borowczak X 241 -Payroll Kathleen Costley X232 - Human Resources	Monday - Friday 8:00 AM - 4:30 PM No appointment necessary	<i>Bring:</i> Clackamas ESD Substitute Teacher Registration Card, teaching license, and transcript showing completion of mandatory training. <i>Complete:</i> Substitute Application, Sub-Finder information sheet, and I-9. After the first day that you work for Molalla River, come back to the district office and fill out your I-9 and W-4.

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North Clackamas District #012 SF 4444 S E Lake Road Milwaukie, OR 97222	Erin Wright (503) 353-6000	BY APPOINTMENT ONLY	Please visit the North Clackamas School District web page www.nclack.k12.or.us and locate the "Quick Links" section and click on "Job Openings". There you will find the Substitute Teacher Application pool listing for the 2011-2012 school year. Once you apply to the sub pool position, you will receive a link from Edapp to take the Gallup Teacher Insight questionnaire. **Please Do Not come to the district office to sign up unless you receive an e-mail from our Human Resources Dept. of our decision to approve your application.
Oregon City District #062 1417 12th Street Oregon City, OR 97045	Kay Bunce (503) 785-8411	CLOSED	<i>Bring:</i> Clackamas ESD Substitute Teacher Registration Card, teaching license, transcript showing completion of mandatory training, and ID for I-9. <i>Complete:</i> W-4, I-9, and Substitute information packet. <i>New sub applicants must file an application on-line through EdZapp.</i>
Oregon Trail District #046 SF 36525 S E Industrial Way Sandy, OR 97055 (Sandy, Welches & Cottrell)	Sharie Carter (503) 668-5541	Not accepting sub registrations for 2010-11 until further notice	<i>Bring:</i> Clackamas ESD Substitute Teacher Registration Card, teaching license, transcript showing completion of mandatory training, ID for I-9, and Social Security card. <i>Complete:</i> Oregon Statewide Employment Application, W-4, and I-9.
West Linn-Wilsonville District #003 SF 22210 S W Stafford Road Tualatin, OR 97062	Therese McGough (503) 673-7036	Tuesdays 1:30-3:30 pm (thru end of October)	<i>Bring:</i> Clackamas ESD Substitute Teacher Registration Card; teaching license; transcript showing completion of mandatory training; ID to complete I-9: passport or Driver License + Social Security or Driver License + birth certificate; and voided check for direct deposit form. <i>Complete:</i> Substitute Application, I-9, W-4, and direct deposit form if desired.