

# WALDWICK PUBLIC SCHOOL DISTRICT

155 SUMMIT AVENUE  
WALDWICK, NEW JERSEY 07463

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Paul D. Casarico, Ed. D.  
Superintendent of Schools

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Fax 201-445-0584  
casaricop@waldwickschools.org


Dear Substitute Applicant:

Enclosed you will find a substitute application form for the Waldwick Public Schools. Kindly fill out the application and return it to my attention along with a copy of your New Jersey certification and your letter of authorization concerning your criminal history review.

In addition, the State Department of Education requires that all public school employees have proof of Tuberculin testing before substituting for the first time. A new employee with a documented Mantoux test administered within the previous six months does not have to be tested again. An employee transferring between schools within New Jersey does not have to be tested if they provide proof of testing. You may elect to have your private physician perform this test on your own or go to the Board of Health in the town in which you reside to administer the test.

If you have any questions please do not hesitate to call.

Sincerely,



Lisa D'Amato  
Secretary to the Superintendent

**WALDWICK PUBLIC SCHOOLS - SUBSTITUTE APPLICATION**

(Print Clearly)

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Check all that apply to you:

Sub Teacher     Sub Secretary     Sub Aide

Sub. Teacher Certificate

NJ Certificate (Subject Area \_\_\_\_\_)

Substitute Nurse (include copy of current license)

**SCHOOL HOURS:**

High School      8:00 am - 3:00 pm

Middle School    8:00 am - 3:00 pm

Elementary        8:15 am - 2:45 pm

**Substitutes may work a maximum of four days  
per week unless authorized by the Superintendent  
of Schools.**

Teaching Experience (list dates and subjects):

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Degrees earned in what fields?

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**GRADES IN WHICH YOU WISH TO SUBSTITUTE:**

Special Education    PreK-5      Middle School      High School

**REFERENCES: (Principals that you have worked with, College Professors or other Professionals)**

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