



Welcome to Shasta Union High School District!

You are a vital part of our teaching staff. Your contribution as a substitute teacher not only impacts the instructional program of our schools, but also greatly affects individual students, teachers, and our district, as a whole. What you do makes a difference!

The staff of the Shasta Union High School District strives to maintain a high caliber of educational programs. Substitute Teachers are an integral part of the overall instructional system which make quality programs a reality. We appreciate your desire to become part of the SUHSD instructional team.

We are confident that you will do everything possible to meet the standards outlined by the school you are assigned to, and the teacher for whom you are substituting. Every effort will be made to ensure that your day goes as smoothly as possible. When in doubt, do not hesitate to check with the office staff, an adjacent teacher for additional information. Procedures may vary from school site to school site.

We wish you well in this important and challenging task!

Shasta Union High School District
2200 Eureka Way, Suite B
Redding, CA 96001
(530) 241-3261

SCHOOL DIRECTORY

Enterprise High School (9-12) Ryan Johnson, Principal
3411 Churn Creek Rd, Redding, CA. 96002 Kerri Forrister, Administrative Secretary
Phone: 530-222-6601

Foothill High School (9-12)Kevin Greene, Principal
9733 Deschutes Rd, Palo Cedro, CA. 96073Mindy McClennen, Administrative Secretary
Phone: 530-547-1700

Pioneer Continuation High School (9-12) Tim Calkins, Principal
2650 8th St, Redding, CA. 96001.....Jennifer Reed, School Secretary
Phone: 530-243-1880

Shasta High School (9-12)Heath Bunton, Principal
2500 Eureka Way, Redding, CA. 96001Sarah Price, Administrative Secretary
Phone: 530-241-4161

University Preparatory School (6-12)Monica Cabral, Superintendent/Principal
2200 Eureka Way, Redding, CA. 96001.....Keri Price, Executive Assistant

District Farm.....Rebecca Berg, Director of Student Programs
4651 Eastside Rd, Redding, CA 96001.....Krissey Bullen, Program Assistant
Phone: 530-241-3261

BOARD OF TRUSTEES

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JOB EXPECTATIONS

What is expected of me as a substitute?

- Please remember that you are being paid to teach the students. Do not take your newspaper or book to the classroom. Do not use your iPad or computer for personal use during instructional time. This all reflects upon your abilities as a substitute teacher and as a future teacher.
- Do not talk on your cell phone or text during instructional time. You are free to use your cell phone during lunch or other non-instructional class times or periods.
- Be on time.
- Be prepared to teach the lesson plans left by the teacher.
- Be enthusiastic!
- Be in control of the classroom and yourself at all times.
- Have a sense of humor.
- Be flexible.
- Set a good example for students.
- Be neat in appearance and dress. Dress professionally, comfortable, and in good taste.
- High ethical standards are to be maintained at all times.
- Shasta Union High School District is a smoke-free district. You may not smoke on any SUHSD campus or work site, including the site parking lot.
- Return all supplies and equipment to storage. Secure cabinets. Be sure to leave the classroom in order.
- Close all windows, turn the lights off, and lock the classroom doors.
- Return keys and necessary materials to the school site secretary. DO NOT take the keys home with you.
- Be sure to sign and date your timecard before you leave the school site.