

**EMERGENCY 30-DAY SUBSTITUTE TEACHING PERMIT**  
**APPLICATION PROCESS**

The Emergency 30-Day Substitute Teaching Permit authorizes the holder to serve as a day-to-day substitute teacher in any classroom, including preschool, kindergarten, and grades 1-12 inclusive. The holder may serve as a substitute for no more than 30 days for any one teacher during the school year, except in a special education classroom, where the holder may serve for no more than 20 days for any one teacher during the school year. This permit is valid for one year and is renewable.

**To apply, complete the application process following the steps in the order listed below:**

#1) **Contact the KCSOS Credentials Office to determine your eligibility. The Credentials Office is available by email at [credentials@kern.org](mailto:credentials@kern.org) or by phone at 661-636-4197.**

#2) **Schedule a Live Scan (Fingerprint) appointment online through the KCSOS Human Resources website: [www.kern.org/hr](http://www.kern.org/hr); click on Live Scan/Fingerprint Appointments**

#3) **Report to the Credentials Office (Enter through the Credentials Office door to the right) for your live scan appointment with the following:**

- Credit or Debit Card to pay live scan processing fees **and** valid government issued picture I.D.
- Live Scan Request form(s) – obtain from the KCSOS Credentials Office
- Information Necessary for Substitute Teaching form

#4) **Approximately two days after completing live scan, schedule an appointment online with the KCSOS Credentials Office at (<https://kern.org/credentialing/credentialing-office/>) to submit the following:**

- Copy of Live Scan Request form(s)
- Official, original** transcripts verifying bachelor's degree or higher from a regionally accredited university or college accepted by CTC. **E-Scripts are accepted, however they must be emailed directly by the university/college or e-script service provider to KCSOS Credentials Office at: [transcripts@kern.org](mailto:transcripts@kern.org)** (Note: It takes 24-48 hours for e-scripts to be received and downloaded)
- Official** results verifying passage of the Basic Skills Requirement
- Completed Application for CTC Recommendation form. Please review the CTC Professional Fitness Questions (*see back of form*). If you have a "yes" answer, a Certificate of Clearance is required before you will be recommended for the substitute permit. Arrest/investigation report(s), and a **certified** copy of all court document(s) is required for submission to CTC. Ask the Credentials Office for more information.
- Credit or Debit Card to pay the \$102.50 CTC Online Application Fee
- Completed Certificate of Completion of an Adult Tuberculosis Risk Assessment Questionnaire, or a Negative Tuberculosis Skin/Blood Test or Chest X-Ray completed within **60 days** of application or valid TB clearance verified by a school district  
  
*The Certificate of Completion of an Adult Tuberculosis Risk Assessment Questionnaire must be signed by a Licensed Physician, Physician Assistant, Nurse Practitioner, or Registered Nurse. The TB or Chest X-Ray results must be signed by a Licensed Physician, Physician Assistant, or Nurse Practitioner.*
- Completed Certificate of Medical Examination of Applicants form
- Completed KCSOS County-Wide Substitute Teacher Eligibility List Requirements form
- Certificates of Completion: Child Abuse Neglect and Reporting Act (CANRA) **and** Sexual Harassment Prevention online training

#5) **When your substitute permit has been granted and your fingerprints have cleared submit the documentation to the credentials office by email at [credentials@kern.org](mailto:credentials@kern.org)**

- Copy of valid Emergency 30-Day Substitute Permit (printed from CTC website: [www.ctc.ca.gov](http://www.ctc.ca.gov))
- KCSOS County-wide Fingerprint Clearance form (1/2 sheet received by mail approx. 2-10 days after fingerprint appt.)

## **Live Scan (Fingerprint) Fees**

Fingerprint clearance through the California Department of Justice (DOJ) and the Federal Bureau of Investigation (FBI) is required from every applicant for any credential, permit, or certificate. For privacy protection, fingerprints are not transferrable/shared between agencies.

### **Appointment Scheduling**

Fingerprinting is by appointment only. Appointments are made online through the Kern County Superintendent of Schools Human Resources website: [www.kern.org/hr](http://www.kern.org/hr); click on **Live Scan/Fingerprint Appointments**

### **Fees**

- Commission on Teacher Credentialing (CTC) and County-Wide Substitute Teacher Employment Prints**  
\$49.00 DOJ/FBI fee (CTC)  
\$32.00 DOJ fee (Employment)  
\$15.00 Processing fee  
**\$96.00 Total**
- County-Wide Substitute Teacher Employment Prints**  
\$32.00 DOJ fee (Employment)  
\$15.00 Processing fee  
**\$47.00 Total**
- Commission on Teacher Credentialing (CTC) Prints**  
\$49.00 DOJ/FBI fee (CTC)  
\$15.00 Processing fee  
**\$64.00 Total**

Note: If fingerprints are dropped for any reason, a new fee will need to be paid.

### **Payment Method**

- Credit/Debit Card only

### **Required Documents**

- Request for Live Scan form(s) - (provided in your application packet or from the KCSOS Credentials Office)
- Unexpired government issued picture identification.

### **Process**

1. Arrive to your appointment with the following: credit/debit card, valid picture ID, Request for Live Scan form(s).  
\*(County-Wide Substitute Teacher applicants will also need the Information Necessary for Substitute Teaching form)
2. A receipt of payment and copy of the Live Scan Request Form(s) will be provided to you. It is important that you retain the copies for your records.
3. Fingerprints are scanned and submitted electronically to DOJ/FBI and results are provided to requesting agency.
4. County-Wide Substitute Teacher applicants will receive a fingerprint clearance form, mailed to their home, approximately 2-10 days after live scan appointment.

**INFORMATION NECESSARY FOR SUBSTITUTE TEACHING**

*Please type or print answers to all questions in ink and return to the Human Resources/Credentials Office.*

**Applicant's Legal Name:** \_\_\_\_\_  
Last First Middle

Social Security Number: XXX-XX-\_\_\_\_\_  
 (Last four (4) only)

Mailing Address: \_\_\_\_\_  
Street City State Zip

Contact Number: (\_\_\_\_) \_\_\_\_\_-\_\_\_\_\_ E-Mail: \_\_\_\_\_

**For questions 1-2 answered "Yes," please explain on a separate piece of paper and attach.**

1. Has any teaching credential you have held ever been suspended or revoked?  Yes  No
2. Have you ever been dismissed or asked to resign from any teaching or administrative position?  Yes  No
3. Are you retired from the California State Teachers Retirement System (CalSTRS)?  Yes  No

**I prefer to substitute teach in the following areas** (Select no more than two 2. Please refer to Area Definitions):

\_\_\_ BAKERSFIELD \_\_\_ N. KERN \_\_\_ W. KERN \_\_\_ E. KERN \_\_\_ DESERT \_\_\_ KERN VALLEY \_\_\_ MOUNTAINS  
 \_\_\_ KCSOS (Alternative Education, Special Education, and Valley Oaks Charter School)

**For questions 4-7 answered "Yes," please provide explanation on Criminal Records Response.**

4. Have you ever been convicted of a misdemeanor?  Yes  No
5. Have you ever been convicted of a felony?  Yes  No
6. Have you ever entered a plea of No Contest or Guilty to a misdemeanor?  Yes  No
7. Have you ever entered a plea of No Contest or Guilty to a felony?  Yes  No

A conviction will not necessarily disqualify you from employment. Each prospective employee must undergo a background clearance through the Department of Justice prior to employment. Fingerprint clearance is pursuant to Education Code Section 45125(a) as amended by AB 1610, Stats 1997.

*I hereby certify that all statements made in this application are true. I agree and understand that any misstatement of material facts herein will cause (a) rejection of my application and (b) forfeiture on my part to any employment or payment as an employee in the service of the school districts in Kern County. I further agree to be fingerprinted, to submit to a complete medical examination, and upon employment, to furnish such proof of age and citizenship as may be directed.*

\_\_\_\_\_  
**Applicant's Signature (Mandatory)**

\_\_\_\_\_  
**Date**

<b>KCSOS Office Use Only</b>	
<b>Type of Credential/Permit:</b>	
<b>Temporary County Certificate Expiration:</b>	<b>Granted Credential/Permit Expiration:</b>
Medical Exam Form: <input type="checkbox"/> Exempt <input type="checkbox"/> On file <input type="checkbox"/> STRS	<b>Eligible to substitute teach on:</b>
TB Expiration Date:	<input type="checkbox"/> Scanned & Updated <input type="checkbox"/> Entered on Sub List
DOJ Clearance Date:	QCC-C/W Id #:
BSR Passed:	
CANRA: <input type="checkbox"/> On file:	
SHP: <input type="checkbox"/> On file:	Verified by: <span style="float: right;"><b>KCSOS</b></span>

**CRIMINAL RECORDS RESPONSE**

**NAME** \_\_\_\_\_ **DATE** \_\_\_\_\_

**Position applied for:** \_\_\_\_\_

**Date of infraction:** \_\_\_\_\_

**Penal Code(s) if known:** \_\_\_\_\_

**Brief explanation of infraction:** \_\_\_\_\_

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Do not list any convictions for violation of Health and Safety Code Sections 11357(b) or (c), 11364, or 11365 if the date of conviction for these sections is more than two (2) years prior to date of application.

A conviction will not necessarily disqualify you from employment.

## **AREA DEFINITIONS**

**Select no more than two (2).** Your selection **does not** keep you from applying to any district. Please mark your selections on the *Information Necessary for Substitute Teaching* form.

### **BAKERSFIELD:**

*Bakersfield City, Beardsley, Fairfax, Fruitvale, General Shafter, Greenfield, Panama-Buena Vista, North of River Consortium (Lakeside, Norris, Rio Bravo-Greeley, Rosedale), Standard, and Kern High*

### **NORTH KERN:**

*Delano Elem, Delano JUHSD, Maple, Richland, Semitropic, Wasco Elem., Wasco HS, and North Kern Vocational Training Center*

### **WEST KERN:**

*Belridge, Buttonwillow, Lost Hills, Maricopa, McKittrick, Midway, Taft City, Taft High*

### **EAST KERN:**

*Arvin, Lamont, Tehachapi, Caliente, Edison, DiGiorgio, Vineland*

### **DESERT:**

*Mojave, Muroc, Southern Kern (Rosamond), Sierra Sands (Ridgecrest)*

### **KERN VALLEY:**

*Blake (Woody), Linns Valley-Poso Flat (Glennville), South Fork (Weldon)*

### **MOUNTAINS:**

*El Tejon USD (Lebec, Frazier Park & Pine Mtn Club)*

### **KCSOS**

*Alternative Education and Special Education programs, and Valley Oaks Charter School run by the County Office of Education (KCSOS)*

## **Acceptable Regional Accrediting Bodies**

### **Middle States Association of Colleges and Schools (MSA)/Commission on Higher Education (MSCHE)**

[www.msche.org](http://www.msche.org)

States represented by MSA: Washington DC, Delaware, Florida, Maryland, New Jersey, New York, Pennsylvania, Puerto Rico, U.S. Virgin Island, and Overseas

### **The Northwest Commission on Colleges and Universities (NWCCU) (formerly Northwest Association of Schools and Colleges or NASC)**

[www.nwccu.org](http://www.nwccu.org)

States represented by NWCCU: Utah, Idaho, Washington, Alaska, New York, Oregon, Nevada, Montana, and Costa Rica

### **Higher Learning Commission (HLC) (formerly North Central Association of Colleges and Schools or NCA)**

[www.hlcommission.org](http://www.hlcommission.org)

States represented by HLC: Arizona, Arkansas, Colorado, Illinois, Indiana, Iowa, Kansas, Michigan, Minnesota, Missouri, Nebraska, New Mexico, North Dakota, Ohio, Oklahoma, South Dakota, West Virginia, Wisconsin, and Wyoming

### **New England Commission of Higher Education (NECHE) (formerly New England Association of Schools and Colleges or NEASC-CIHE)**

[www.necche.org](http://www.necche.org)

States represented by NECHE: Connecticut, Maine, Massachusetts, New Hampshire, Rhode Island, Vermont and Overseas

### **Southern Association of Colleges and Schools/Commission on Colleges (SACS-COC)**

[www.sacscoc.org](http://www.sacscoc.org)

States represented by SACS-CC: Alabama, Florida, Georgia, Kentucky, Louisiana, Mississippi, North Carolina, South Carolina, Tennessee, Texas, Virginia, and Latin America

### **Western Association of Schools and Colleges/Senior College and University Commission (WSCUC)**

[www.wscuc.org](http://www.wscuc.org)

States represented by WASC-JR & SR: California, Hawaii, Guam, American Samoa, Federated States of Micronesia, Republic of Palau, Commonwealth of Northern Marianas Islands, Pacific Basin and East Asia

## Options for Meeting the Basic Skills Requirement (BSR) – Coded Correspondence 15-03

Examination	Reading, Writing &/or English Score Requirement	Math Score Requirement
<b>CBEST</b> <a href="http://www.ctcexams.nesinc.com/about_CBEST.asp">http://www.ctcexams.nesinc.com/about_CBEST.asp</a> *Minimum score in each of three (3) sections-Reading, Writing and Math is 41. However, a score as low as 37 on an individual section is acceptable if the total score is at least 123.	Reading – 41* Writing – 41*	41*
<b>CSET Multiple Subject (Subtests I, II &amp; III) plus Writing</b> <a href="http://www.ctcexams.nesinc.com/test_info_CSET.asp?t=101">http://www.ctcexams.nesinc.com/test_info_CSET.asp?t=101</a>	Subtests I & III – 220 Writing - 220	Subtest II - 220
<b>CSU Early Assessment Program (EAP) *</b> <a href="http://www.csusuccess.org/eap_results">http://www.csusuccess.org/eap_results</a> (taken in the Spring of 11 <sup>th</sup> grade)	“College Ready” or “Exempt”	“College Ready” or “Exempt”
<b>CSU Placement Exams (EPT and ELM) *</b> <a href="https://ept-elm.ets.org/CSU/">https://ept-elm.ets.org/CSU/</a> *Beginning 10/01/17, the EPT and ELM exams are no longer offered.	Score of 151 or above	Score of 50 or above *ELM test taken prior to March 2002 required a minimum passing score of 550.
<b>College Board SAT</b> <a href="https://sat.collegeboard.org/scores">https://sat.collegeboard.org/scores</a>	Score of 500 or above *Evidence-Based Reading and Writing (previously Critical Reading or Verbal) section of the College Board SAT Reasoning Test.	Score of 550 or above
<b>ACT</b> <a href="http://www.actstudent.org/scores/">http://www.actstudent.org/scores/</a>	Score of 22 or above	Score of 23 or above
<b>College Board Advanced Placement Exams (AP)</b> <a href="https://apscore.collegeboard.org/scores">https://apscore.collegeboard.org/scores</a> Effective December 2014	Score of 3 or above on one of the following: ●AP English Language and Composition ●AP English Literature and Composition	Score of 3 or above on one of the following: ●AP Calculus AB ●AP Calculus BC ●AP Statistics
<b>Out of State BSR Exams</b> <a href="http://www.ctc.ca.gov/credentials/leaflets/cl667.pdf">http://www.ctc.ca.gov/credentials/leaflets/cl667.pdf</a>		

Parts of different options may not be combined to meet the BSR, except candidates using only the CSU examinations to meet the BSR; however, may combine scores from the EAP and the EPT/ELM examinations to meet the BSR as long as the individual passes a section of English and a section of Mathematics. For example, an individual may combine passage of the Mathematics EAP and the CSU Placement Examination in English EPT to satisfy the BSR. See [Coded Correspondence 11-18](#).

\*For CSU Placement Tests (EAP, ELM, EPT) Effective October 1, 2017, the English Placement Test (EPT) and Entry-Level Mathematics Exam (ELM) are discontinued. As of September 30, 2019, Educational Testing Systems (ETS) no longer provides these test results ([https://www.ets.org/csu/about/?WT.ac=csu\\_38419\\_scores\\_results](https://www.ets.org/csu/about/?WT.ac=csu_38419_scores_results)).

Office of Mary C. Barlow  
 Kern County Superintendent of Schools  
*Advocates for Children*

**Application for CTC Recommendation**

In order for KCSOS to submit the online recommendation for your Permit/Credential, the Commission on Teacher Credentialing (CTC) requires the following information:			
Full Legal Name	First	Middle	Last
Social Security Number			
Date of Birth			
Contact Phone #			
Email Address			

**Professional Fitness** (Questions are on reverse side.)

When completing your application online you will be asked six (6) professional fitness or background questions. You will be asked about arrests, convictions, changes in education employment status as a result of misconduct, and disciplinary actions taken against a teaching or other license.

The Commission will evaluate your fitness to be granted a credential based on your answers to these questions and review of criminal history reports, an international database of teacher misconduct, previous reviews by the Commission, reports of educator misconduct from school districts and violations of teacher preparation tests.

**Warning:** Failure to disclose any information requested is falsification of your application and the Commission may reject or deny your application or take disciplinary action against your credential. If you are in doubt, always err on the side of disclosure

If you answer “**yes**” to questions **a thru f, you must provide**, if available, to the Commission a copy of any documents related either to the accusations (allegations) or charges against you.

KCSOS Credentials Office Use Only

Date Entered Online _____ by _____  TCC Issued: <input type="checkbox"/> Yes    by _____ Date _____ <span style="margin-left: 300px;">TCC Exp _____</span>  <input type="checkbox"/> No, Reason _____
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### Professional Fitness Questions

The Commission’s new online application system will display any affirmative responses to these questions that you provided after May 29, 2012. However, you must disclose any information not previously provided. You will be asked:

<p>a. <b>Have you ever been dismissed, non-reelected, or suspended without pay for more than ten days, or retired or resigned from, or otherwise left school employment because of <i>allegations of misconduct</i> or while <i>allegations of misconduct</i> were pending? Do not disclose:</b> Resignation or retirement from school that was <u>NOT</u> the result of misconduct.  <b>NOTE:</b> If you answer “yes”, you must provide copies of the following documents: district investigation reports, police reports, Statement of Charges, Accusations, request for hearing, final decision, letter of resignation or retirement, settlement agreements, and/or any other related documents. Failure to provide documentation will result in your application being denied.</p>	YES	NO
<p>b. <b>Have you ever been convicted of any felony or misdemeanor in CA or any other place? Disclose:</b> All misdemeanors and felonies; convictions based on a plea of no contest or nolo contendere; convictions dismissed pursuant to Penal Code Section 1203.4; driving under the influence (DUI) or reckless driving convictions, no matter how much time has passed. <b>Do not disclose:</b> If you were under 18 years old and convicted in Juvenile Court: Misdemeanor marijuana-related convictions that occurred more than two years prior to this application, except convictions involving concentrated cannabis, which must be disclosed regardless of the date of such a conviction, in accordance with Health &amp; Safety Code Sections 11361.5 and 11361.7; or Infractions: In fractions include many traffic, moving violations and a handful of other criminal offenses. Driving under the influence is NOT an infraction.  <b>NOTE:</b> If you answer “yes”, you must provide a copy of the investigative report and a <b>certified copy</b> of the court docket regarding the incident(s) below. Failure to provide documentation will result in the rejection of your application.</p>	YES	NO
<p>c. <b>Are you currently the subject of any inquiry or investigation by a state or federal law enforcement agency or a licensing agency in CA or any other state? Do not disclose:</b> Criminal convictions or final licensing actions. Criminal convictions should be disclosed in question b. Final licensing actions should be disclosed in questions e or f.  <b>NOTE:</b> If you answer “yes”, you must provide a copy of the investigative report and a <b>certified copy</b> of the court docket (if any) regarding the incident(s) below. Failure to provide documentation will result in the rejection of your application.</p>	YES	NO
<p>d. <b>Are any criminal charges currently pending against you? Do not disclose:</b> Convictions, criminal convictions should be disclosed in question b.  <b>NOTE:</b> If you answer “yes”, you must provide a copy of the investigative report and a <b>certified copy</b> of the court docket (if any) regarding the incident(s) below. Failure to provide documentation will result in the rejection of your application.</p>	YES	NO
<p>e. <b>Have you ever had any credential, including but not limited to, any Certificate of Clearance, permit, credential, license or other document authorizing public school service, revoked denied, suspended, publicly reprovod, and/or otherwise subjected to any other disciplinary action (including an action that was stayed) in CA or any other state or place? If yes, was the action taken by the California Commission on Teacher Credentialing?</b>  <b>NOTE:</b> If you answer “yes”, you must provide a copy of any documents provided to you by the agency that took the action described below. Failure to provide documentation will result in the rejection of your application.</p>	YES	NO
<p>f. <b>Have you ever had any professional or vocational (not teaching or educational) license revoked, denied, suspended and/or otherwise subjected to any other disciplinary action (including an action that was stayed) in CA or any other state or place? Do not disclose:</b> Final teaching licensing actions should be disclosed in question e.  <b>NOTE:</b> If you answer “yes”, you must provide a copy of any documents provided to you by the agency that took the action described below. Failure to provide documentation will result in the rejection of your application.</p>	YES	NO

I solemnly swear (or affirm) that I will support the Constitution of the United States of America, the Constitution of the State of California, and the laws of the United States and the State of California. I hereby certify (or declare) under penalty of perjury under the laws of the State of California that all the foregoing statements in this application are true and correct.

\_\_\_\_\_  
Applicant’s Signature

\_\_\_\_\_  
Date

If you have any “yes” answers, it is requested that you **provide all required documents** at the **time of application**. The Credentials Office will mail the paperwork to CTC on your behalf. Documents are mailed every Friday, except holidays. If you prefer to mail to CTC on your own, the TCC cannot be released. Please be aware that until the CTC has received this information, your application cannot be processed.

**CERTIFICATION OF TUBERCULIN SKIN TEST OR CHEST X-RAY**

**Please note: The applicant is responsible for the cost of TB testing**

Return to: **Kern County Superintendent of Schools - Credential Services Department**

Kern County Superintendent of Schools Office  
1300 17<sup>th</sup> Street - CITY CENTRE, Bakersfield, CA 93301-4533

Name: \_\_\_\_\_ Last Four of Social Security Number XXX-XX- \_\_\_\_ \_

This is to certify that the above named individual has submitted to an examination by means of a Tuberculin Skin Test or Chest X-Ray as required by Education Code Section 49406. A negative result indicates that the individual appears to be free from active tuberculosis.

T.B. Skin Test or Blood Test:

Negative      Date Read: \_\_\_\_\_

Positive      Date Read: \_\_\_\_\_

Chest X-Ray:

Negative      Film Date: \_\_\_\_\_

Positive      Film Date: \_\_\_\_\_

\_\_\_\_\_  
Name of Physician (print)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Address

\_\_\_\_\_  
City

\_\_\_\_\_  
License Number



## Adult Tuberculosis (TB) Risk Assessment Questionnaire<sup>1</sup>

(To satisfy California Education Code Section 49406 and Health and Safety Code Sections 121525-121555)

To be administered by a licensed health care provider (physician, physician assistant, nurse practitioner, registered nurse)

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

Date of Risk Assessment: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

History of positive TB test or TB disease Yes  No

If yes, a symptom review and chest x-ray (if none performed in previous 6 months) should be performed at initial hire.\*

If no, continue with questions below.

If there is a “Yes” response to any of the questions 1-5 below, then a tuberculin skin test (TST) or Interferon Gamma Release Assay (IGRA) should be performed. A positive test should be followed by a chest x-ray, and if normal, treatment for TB infection considered.

Risk Factors	
1. One or more signs and symptoms of TB (prolonged cough, coughing up blood, fever, night sweats, weight loss, excessive fatigue) Note: A chest x-ray and/or sputum examination may be necessary to rule out infectious TB. <sup>2</sup>	Yes <input type="checkbox"/> No <input type="checkbox"/>
2. Close contact with someone with infectious TB disease	Yes <input type="checkbox"/> No <input type="checkbox"/>
3. Birth in high TB-prevalence country** (**Any country other than the United States, Canada, Australia, New Zealand, or a country in Western or Northern Europe.)	Yes <input type="checkbox"/> No <input type="checkbox"/>
4. Travel to high TB-prevalence country** for more than 1 month (**Any country other than the United States, Canada, Australia, New Zealand, or a country in Western or Northern Europe.)	Yes <input type="checkbox"/> No <input type="checkbox"/>
5. Current or former residence or work in a correctional facility, long-term care facility, hospital, or homeless shelter	Yes <input type="checkbox"/> No <input type="checkbox"/>

*\*Once a person has a documented positive test for TB infection that has been followed by an x-ray that was deemed free of infectious TB, the TB risk assessment is no longer required.*

<sup>1</sup> Adapted from a form developed by Minnesota Department of Health TB Prevention and Control Program and Centers for Disease Control and Prevention.

<sup>2</sup> Centers for Disease Control and Prevention (CDC). *Latent Tuberculosis Infection: A Guide for Primary Health Care Providers*. 2013.

(<http://www.cdc.gov/tb/publications/LTBI/default.htm>)



## ADULT TUBERCULOSIS (TB) RISK ASSESSMENT QUESTIONNAIRE

(To satisfy California Education Code Section 49406 and Health and Safety Code Sections 121525-121555)

### CERTIFICATE OF COMPLETION

*To be signed by the licensed health care provider completing the risk assessment and/or examination*

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

Date: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

*The above named patient has submitted to a tuberculosis risk assessment. The patient does not have risk factors, or if tuberculosis risk factors were identified, the patient has been examined and determined to be free of infectious tuberculosis.*

\_\_\_\_\_  
Health Care Provider Signature

\_\_\_\_\_  
Please Print Health Care Provider Name Title

\_\_\_\_\_  
Office Address: Street City State Zip Code

\_\_\_\_\_  
Telephone Fax

OFFICE OF MARY C. BARLOW  
KERN COUNTY SUPERINTENDENT OF SCHOOLS  
Advocates for Children

***TO THE PROSPECTIVE TEACHER:***

Education Code Section 44839 requires a person employed in a certificated position for the first time in a California school district or County Superintendent of Schools Office to undergo a physical examination to determine freedom from any disabling disease unfitting the person to instruct or associate with children.

Because you have expressed an interest to teach, we have accepted the responsibility of having the record of your medical exam on file in this office. Attached is a medical form for use by your physician or clinic to comply with this requirement.

If you feel you should be exempt from this requirement, or have any other questions, please call Human Resources at (661) 636-4750.

***TO THE PHYSICIAN:***

The person presenting this "Certificate of Medical Examination of Applicants for First Employment in California" wishes to make themselves available for employment as a teacher in K-12 classrooms throughout Kern County.

Depending on the assignment, the person will be required to perform the following functions:

1. Maintain classroom control conducive to productive learning.
2. Guide students in assigned school work.
3. Follow written and verbal instructions to comply with school district policies and procedures.
4. Maintain a safe and comfortable classroom environment.
5. Supervise playground activities and otherwise act as the teacher in charge of assigned students.

**CERTIFICATE OF MEDICAL EXAMINATION  
OF APPLICANTS FOR FIRST EMPLOYMENT IN A  
CALIFORNIA SCHOOL DISTRICT OR COUNTY  
SUPERINTENDENT OF SCHOOLS OFFICE**

Summary of Legal Provisions  
(Education Code Section 44839)

A medical certificate, in a form prescribed by the State Board of Education, showing that a person employed for the first time in a California school district or County Superintendent of Schools Office in a position requiring certification qualifications, is free from any disabling disease unfitting the applicant to instruct or associate with children is required. The Education Code also provides that:

- ◆ The medical certificate shall be submitted directly to the governing board or County Superintendent by a physician and surgeon licensed under the Business and Professions Code.
- ◆ The medical examination shall have been conducted not more than six months before the submission of the certificate.
- ◆ The pre-employment medical examination shall be at the expense of the applicant.
- ◆ The medical certification shall become a part of the personnel record of the employee and shall be open to the employee or his designee.

OFFICE OF MARY C. BARLOW  
KERN COUNTY SUPERINTENDENT OF SCHOOLS  
*Advocates for Children*

**CERTIFICATE OF MEDICAL EXAMINATION OF APPLICANTS  
FOR FIRST EMPLOYMENT IN CALIFORNIA**

Name: \_\_\_\_\_  
*Last First Middle*

Address: \_\_\_\_\_  
*Street City Zip Code*

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To The Physician:

The medical examination required of a person employed in a certificated position for the first time in a California school district or County Superintendent of Schools Office should be evaluated on the basis of the functions which will be required of the applicant upon employment. A description of the job functions is attached to this form.

Please indicate whether there is any evidence of infectious disease in a communicable state.  
Yes \_\_\_ No \_\_\_ If so, please describe in detail below:

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On the basis of my medical examination, the above-named individual is capable of performing the functions of the job subject to the following restrictions:

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Date of Examination: \_\_\_\_\_  
*Signature of Physician*

\_\_\_\_\_  
*Name of Physician (print) License No.*

To be returned by the prospective employee to the Office of the Kern County Superintendent of Schools, 1300 17th Street, Bakersfield, California 93301-4533.

## **TUBERCULOSIS EXAMINATIONS**

**Freedom from active tuberculosis (TB) is required for employment in a California school district. The Credentials Office at the Kern County Superintendent of Schools must receive verification of TB clearance at the time of employment and every four (4) years thereafter.**

TB screening consists Certificate of Completion of an Adult Tuberculosis Risk Assessment Questionnaire, an intradermal skin test (which must be read within 48 hours), chest X- ray\* (for those individuals who have had a positive skin test) or a blood test. The following facilities offer TB screening:

<b>Location</b>	<b>Hours (walk-ins)</b>	<b>Cost (prices are subject to change)</b>
Central Valley Occupational 4100 Truxtun Ave. #200, Bakersfield (661) 632-1540	<u>Risk Assessment</u> Mon-Fri 7:30am–5:30pm  <u>Skin Test</u> Mon-Fri 7:30am–5:30 pm (except Thursday)	\$20.00/Skin Test \$35.00/X-ray \$10.00/Risk Assessment
Irene Sanchez, MD Occupational Medicine 4200 Buck Owens Boulevard, Bakersfield (661) 633-2125	Monday-Wednesday and Friday 8:00 am-5:00 pm Walk-ins welcomed	\$25.00/Skin Test \$50.00/X-ray \$10.00/Risk Assessment

**Note:** The facilities listed above are suggestions (you may use other facilities). Results must be completed within 60 days from the date the substitute packet is submitted to the KCSOS Credentials Office and only if they are signed by the following:

Certificate of Completion of an Adult Tuberculosis Risk Assessment Questionnaire must be signed by a Licensed Physician, Physician Assistant, Nurse Practitioner, or Registered Nurse.

TB or Chest X-Ray results must be signed by a Licensed Physician, Physician Assistant, or Nurse Practitioner.

## **MEDICAL EXAMINATIONS**

Education Code Section 44839 requires a person employed in a certificated position for the first time in a California school district or county superintendent of schools office to undergo a physical examination to determine freedom from any disabling disease unfitting the person to instruct or associate with children.

The following facilities offer medical exams (you may use other facilities):

<b>Location</b>	<b>Hours (walk-ins)</b>	<b>Cost (prices are subject to change)</b>
Central Valley Occupational 4100 Truxtun Ave., #200, Bakersfield (661) 632-1540	Monday – Friday, 7:30 am – 5:00 pm	\$50.00
Clinica Sierra Vista (refer to phone book for various locations)		\$30.00 – \$140.00

**Note:** The facilities listed above are suggestions (you may use other facilities). You can also check with the medical services facility at your local university.



## **KCSOS County-Wide Substitute Teacher Eligibility List Requirements**

**Instructions:** Read each section, *initial* the box on the left, and sign page two, acknowledging that you understand the requirements listed *to qualify* as a County-Wide Substitute Teacher in Kern County.

**Placement on the County-Wide Substitute Teacher Eligibility List**

Placement on the Kern County Superintendent of Schools (KCSOS) County-Wide Substitute Teacher Eligibility List occurs each Friday, excluding holidays and the month of July. The list provides districts and KCSOS programs with the eligibility status of each substitute. It does **not** indicate or guarantee that you will be contacted to substitute teach. Each substitute is responsible for following the requirements below for placement and eligibility with each district or KCSOS program(s).

**Requirements to be placed on a specific district(s) substitute list:**

1. Contact the school district(s) of your choice.
2. Complete the application/interview process for each district.
3. Provide school district(s) with copies of the following:
  - a) Temporary County Certificate (TCC) or the detailed copy of your permit/credential;
  - b) County-Wide Substitute Fingerprint Clearance provided by KCSOS (white ½ sheet);
  - c) Certificate of Completion of Adult Tuberculosis Risk Assessment Questionnaire, Negative TB skin test or chest x-ray verification;
  - d) Completed medical examination (*applicable to first-time and retired teachers*);
  - e) Certificate of Completion - CANRA annual training dated after July 1<sup>st</sup> of each school year;
  - f) Certificate of Completion – Sexual Harassment Prevention Training for Non-Supervisory Personnel dated on after July 1<sup>st</sup> of each school year;
  - g) Information Necessary for Substitute Teaching form;
  - h) Additional documentation required by a district or KCSOS program(s).

**Document Delays / Document Renewals**

To view your application status visit the Commission on Teacher Credentialing (CTC) at [www.ctc.ca.gov](http://www.ctc.ca.gov), and follow these steps:  
1) Select Educator Log-in; 2) Input your User ID and Password, and Click OK; 3) Click Next; 4) Click on Application tab.

**Delays**

Delays may occur for various reasons. One of the most common reasons is answering “**yes**” to any Professional Fitness question(s) on your application. When this occurs, the application is forwarded to CTC’s Division of Professional Practices (DPP) for further review.

An application reflecting “Pending Additional Evaluation” longer than 90 days requires you to contact the DPP for a status update at [dppinfo@ctc.ca.gov](mailto:dppinfo@ctc.ca.gov). Include your full name and date of birth in the email. Visit the Credentials Office with the DPP’s written response.

**Renewals**

Permit and credential renewals are the responsibility of each substitute. If your permit/credential will not be granted **before** it expires, it is your responsibility to provide proof of renewal payment, and visit the KCSOS Credentials Office to be issued a TCC.

Failure to renew will jeopardize release of your pay warrant or direct deposit. You cannot be paid for days worked without proper certification per Education Code Section 45034:

**Education Code Section 45034** - No order for a warrant, and no warrant drawn pursuant to Section 42647, shall be drawn in favor of any person employed in a position requiring certification qualifications, unless such person is at the time the holder of a proper certification document in full force for the full time for which the requisition or warrant, as the case may be, is drawn, and on file or registered as required by law at the time and unless he is employed by the governing board of the unified school district, or district with over 10,000 average daily attendance or by the county superintendent of schools as provided in this code.

**Personal Information Updates**

Each substitute is responsible for updating his or her personal information with the KCSOS Credentials Office. This includes mailing address, email address, phone number, or name changes.

**KCSOS County-Wide Substitute Fingerprint Clearance**

Fingerprint clearance held by KCSOS will be rescinded if **any** of the following occur:

- a) You are inactive on the substitute teacher eligibility list for more than eighteen (18) months, and have not contacted the KCSOS Credentials Office to keep your fingerprints on file, or you are actively working as a full time employee with a Kern County school district.
- b) The KCSOS Credentials Office receives notification from a government or school agency that would warrant such action due to misconduct.

**Removal from the County-Wide Substitute Teacher Eligibility List**

Your name will be **removed** from the County-Wide Substitute Eligibility List if **any** of the following occur:

- a) KCSOS is notified by the CTC to remove, suspend, or revoke all documents;
- b) Misconduct reported by school districts(s);
- c) Written notification from substitute requesting to be removed;
- d) Failure to meet Requirements to Remain on the KCSOS County-Wide Substitute Teacher Eligibility List.

**Child Abuse Neglect and Reporting Act (CANRA) Annual Training Requirement**

Each substitute teacher, as a mandated reporter, is required to complete CANRA training annually, and provide a Certificate of Completion to be placed or remain on the County-Wide Substitute Eligibility List each school year. Proof of completion **must be dated on or after** July 1<sup>st</sup> for each school year.

**Sexual Harassment Prevention Training for Non-Supervisory Personnel**

Each substitute teacher is required to complete non-supervisory sexual harassment training annually, and provide a Certificate of Completion to be placed or remain on the County-Wide Substitute Eligibility List each school year. Proof of completion **must be dated on or after** July 1<sup>st</sup> for each school year.

**County-Wide Substitute Continued Interest Process (CIP)**

Each substitute is responsible for completing the online CIP to remain on the County-Wide Substitute Eligibility List for the following school year. The CIP will be emailed to you in July of each new school year. Responding to the CIP is required, whether you work for one (1) or multiple districts.

**Requirements to Remain on the KCSOS County-Wide Substitute Teacher Eligibility List**

To remain on the County-Wide Substitute Teacher Eligibility List, each substitute must ensure that the following are **valid, up to date, and/or on file** with the KCSOS Credentials Office:

- a) Substitute Permit, Teaching/Services Credential, or Temporary County Certificate (TCC);
- b) Certificate of Completion of an Adult Tuberculosis Risk Assessment Questionnaire, Negative TB skin test or chest x-ray;
- c) County-Wide Substitute Fingerprint Clearance;
- d) Personal information;
- e) Certificate of Completion CANRA training dated on or after July 1<sup>st</sup> of each school year; and,
- f) Certificate of Completion for Sexual Harassment Training
- g) Completion of the CIP (emailed on/around July 1<sup>st</sup> each new school year)

*I acknowledge that I have **read and understand** the KCSOS County-Wide Substitute Teacher Eligibility List Requirements, as set forth herein above.*

Print: \_\_\_\_\_ Social Security No: XXX-XX-\_\_\_\_\_  
Last First Middle (last 4 only)

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

A copy of these requirements will be placed in your County-Wide Substitute file.

If you have any questions, please contact the KCSOS Credentials Office at [credentials@kern.org](mailto:credentials@kern.org).

## Child Abuse Neglect and Reporting Act (CANRA) and Sexual Harassment Prevention Training

Assembly Bill 1432 requires mandated reporters under the Child Abuse Neglect and Reporting Act (CANRA) to complete training annually, and obtain a Certificate of Completion. Substitute teachers are mandated reporters.

Senate Bill 1343 requires all non-supervisory employees to complete sexual harassment training every two (2) years. Substitute teachers are under the category of non-supervisory employees. The KCSOS Credentials Office requires that you complete this training **annually** for continued placement on the County-Wide Substitute Teacher Eligibility List.

### Training Instructions

- 1) Go to [GetSafetyTrained.com](http://GetSafetyTrained.com)
- 2) Select "Register/Are you a New User?"
- 3) Select "K" then select "Kern County Superintendent of Schools"
- 4) Complete the registration form
- 5) Enter your personal email address in the district email address fields (If you don't have a personal email address, use a "mock" address. However, you must remember your email address in order to sign in.)
- 6) Job Title/Department – Select: Other/All Other
- 7) Create a password and select "Agree". You will be directed to your personal training page.
- 8) Complete the Mandated Child Abuse Reporting for Educators **and** Sexual Harassment Prevention Training for Non-Supervisory Personnel SB 1343– See below

### Substitute Teacher Kern County Superintendent of Schools

Welcome Substitute !

(If you are not Substitute please [click here](#))



## Personal Training Record

Personal Training Record

Logged in as Substitute Teacher | [Log Out](#)

User Information	Quick Links	Commonly Assigned Courses
Name: Substitute Teacher Agency: Kern County Superintendent of Schools Department: Instruction Job Title: Instructional Aide Email Address: <a href="mailto:credentials@kern.org">credentials@kern.org</a>  Last Logged In: 5-19-2021  <a href="#">Update Your Profile</a>	<a href="#">View All Courses</a> <a href="#">View Past Due Courses</a> <a href="#">View Assigned Courses</a> <a href="#">View Certificates &amp; Course History</a>	<a href="#">Mandated Child Abuse Reporting</a> <a href="#">Sexual Harassment Prevention Non-Supervisory</a> <a href="#">Bloodborne Pathogens</a> <a href="#">HSA Basic Pest Management</a> <a href="#">Injury and Illness Prevention Program</a>

Submit printed copies of both Certificates of Completion to the KCSOS Credentials Office with your substitute packet material.

**The CANRA and Sexual Harassment Prevention Trainings must be completed for placement on the County-Wide Substitute List, and every July thereafter.**

**KERN COUNTY SUPERINTENDENT OF SCHOOLS  
DISTRICT SUBSTITUTE RATES  
2021-2022**

<b>ELEMENTARY DISTRICTS:</b>				
District ID#	District Name:	Daily/Hourly Rate:	Long Term Rate:	Long Term Sub Rate Begins
01	Arvin Union	\$160/day	\$175/day	After 20th day
04	Bakersfield City	General Education \$130 (Elementary); \$150 (Middle/Jr. High) Special Education and Retired Teachers \$145 (Elementary); \$165 (Middle/Jr. High)	\$215/day	After 20th Day
06	Beardsley	\$115/day	\$260.00/day	21st day
08	Belridge	Not Provided-Contact District	Not Provided-Contact District	Not Provided-Contact District
09	Blake	\$150	\$150.00	Not Provided-Contact District
12	Buttonwillow Union	\$135	\$160/\$220	Day 28 \$160; Day 28 in same class \$220
13	Caliente Union	\$125 (living outside zip code 93518) \$100 (living within zip code 93518)	\$125 (living outside zip) \$100 (living within zip)	Contact District
16	Delano Union	\$140/day	\$200/day Non-Credentialed \$235/day Credentialed	After 21st Consecutive day in same assignment
18	Di Giorgio	\$125/day; \$150/day after day 15	Step 1 Column 1 Salary Schedule	After 20 days same classroom
20	Edison	\$130/day	\$220/day	16th Day
22	Elk Hills	\$130/day	\$160/day	After day 29
25	Fairfax	\$120 Elementary; \$130 junior-high	\$160 Permit \$230 Credential	After 20 Consecutive days
27	Fruitvale	\$126/day	\$160/day	Immediately if leave is predetermined to be more than 20 days
29	General Shafter	\$125/day	\$150/day	30 consecutive days
32	Greenfield Union	\$150/day	\$250/day	On 16th day of service (not retroactive)
38	Kernville Union	\$160/day	\$200/day	After the first 30 days
40	Lakeside Union	Not Provided-Contact District	Not Provided-Contact District	Not Provided-Contact District
41	Lamont	\$145-\$155/day Credentialed Step 1 of Sal Schedule by units	\$200/day	After 20th consecutive day
43	Linns Valley-Poso Flat Union	\$120	\$160	On Day 31
44	Lost Hills Union	Not Provided-Contact District	Not Provided-Contact District	Not Provided-Contact District
46	Maple	\$125-145/day	\$200.00/day	After 20 Days
50	McKittrick	\$160/day	N/A	N/A
52	Midway	\$130/day	\$160/day	21st day
54	Norris	\$120/day	\$178.03/day	Approval of Contract 21 or more days
56	Panama-Buena Vista Union	\$115/day General Ed \$125/day Sp. Ed and Jr. High	\$203.64/day	21st day of instruction
58	Pond	Not Provided-Contact District	Not Provided-Contact District	Not Provided-Contact District
62	Richland	\$150/day	\$259.11/day	After 20 consecutive days
64	Rio Bravo-Greeley Union	\$120/day	\$249.32/day	After 20th consecutive day, Step 1 Column 1 of the Certificated Salary Sched.
66	Rosedale Union	\$120/day	\$212/day	On 21st day
68	Semitropic	Not Provided-Contact District	Not Provided-Contact District	Not Provided-Contact District
72	South Fork Union	\$150/day	\$160/day	After 30 Days
73	Standard	\$115/day Elem; \$125 Middle School/Spec.Ed. \$125 Certificated Retiree	\$200/day	21st day
74	Taft City	\$150/day	\$200/day	After the 20th consecutive day in the position
75	Vineland	\$150/day	\$175/day	After 21 days
77	Wasco Union	\$125/day (\$200 after 20 days)	\$266.52/day	After 20 consecutive days
<b>HIGH SCHOOL DISTRICTS:</b>				
81	Delano Joint Union	\$135/day or \$105/ Minimum or Modified	\$150/day	On the 21st day
83	Kern High	\$30/period	\$230/day	15th day of assignment. Retro to first day of assignment
76	Taft Union	Not Provided-Contact District	Not Provided-Contact District	Not Provided-Contact District
85	Wasco Union	\$125	\$30/HR	20 Consecutive Days
<b>UNIFIED SCHOOL DISTRICTS:</b>				
88	El Tejon	\$110	\$150	After 21 day same classroom. Retro to 1st day in assignment.
91	Maricopa	\$150/day	\$200/day	After 20th day
89	McFarland	\$130	\$145	After 5th consecutive day
90	Mojave	\$150	\$200	More than 20 consecutive days for the same teacher. Pay rate begins on the 21st day.
92	Muroc	\$160/day	\$190/day	30th Day
95	Sierra Sands	\$129/day	\$165/day \$210/day (Retirees)	11th Consecutive day.
93	Southern Kern	\$150 Elem; \$175 Secondary;	\$160 Elem; \$185 Secondary;	After 10th Consecutive Day
94	Tehachapi	\$160/day	\$160/day	
<b>COUNTY SCHOOL SERVICE:</b>				
	Kern County Supt. of Schools	\$126/day \$18/hour	\$269.71/day-Teacher \$38.53/hour \$288.99/day -Itinerant \$38.53/hour	21st day - Placed on Column A, Step1

**District Contact Information for Substitute Teachers**

<b>District</b>	<b>Sub Contact &amp; Phone #</b>	<b>Automated Calling System</b>	<b>On-Line Application</b>
Arvin	Sandra Contreras - 854-6500 Susanna "Susie" Reyes	Yes	No - Paper Application arvinschools.com; Employment; Links
BCSD	Ilse E. Silva - 631-4861	Yes	<b>Yes</b> - www.bcsd.com
Beardsley	Karen Murphy - 393-8550	No	No
Belridge	Tammy Reynolds - 762-7381	No	No
Blake	Lauren Maas - 536-8559	No	No
Buttonwillow	Lydia Nebre - 764-5908	No	No
Caliente	Alan Gonzalez, Super./Principal - 867-2301	No	No
Delano Elementary	Marcos Garcia - 721-5000; X-00162	Yes	No
Delano JUHSD	Martha Cortez - 720-4109	Yes	No
DiGiorgio	Ryan Lubatti - 854-2604	No	No
Edison	Dena Clark - 366-8737	Yes	No
El Tejon	Audrey Weingarten - 248-6247; X-3	No	No
Elk Hills	Lenetta Cloud - 765-7431	No	No
Fairfax	Wendy Gama - 366-7221; X-5118	Yes	<b>Yes</b> - Paper App to Print www.fairfax.k12.ca.us
Fruitvale	Haley Garcia - 589-3830; X-208	No	<b>Yes</b> - Paper App to Print www.fruitvale.k12.ca.us
General Shafter	Melissa Salazar - 837-1931; X-222	No	No
Greenfield	Karen Nichols - 837-6000; X-217	Yes	<b>Yes</b> -www.gfusd.net
KCSOS	Laura Clifton - 636-4752	No	<b>Yes</b> -www.kern.org
Kern High	LaKiesha Griggs - 827-3268	Yes	<b>Yes</b> - www.kernhigh.org
Kernville	Lissa Robinson - 760/379-2621; X-403	Yes	<b>Yes</b> - Paper App to Print www.kernvilleusd.org
Lakeside	Camron March/Norris SD - 387-7099	Yes	See Norris SD
Lamont	Jessica Tapia - 845-0751	Yes	No
Linns Valley	Starla Atkins - 536-8811	No	No
Lost Hills	Miriam Salinas - 797-2626	No	No
Maple	Julie Boesch, Sup. Irene Bernal - 746-4439; X-110 or 120	No	No

**District Contact Information for Substitute Teachers**

<b>District</b>	<b>Sub Contact &amp; Phone #</b>	<b>Automated Calling System</b>	<b>On-Line Application</b>
Maricopa	Trisha Dooty - 769-8231; X-201	No	No
McFarland	Beronica Cavazos - 792-3081; X-119	Yes	<b>Yes</b> - Paper App to Print <a href="http://www.mcfarlandusd.com">www.mcfarlandusd.com</a>
McKittrick	Mandi Neudorf - 762-7303	No	No
Midway	Shawna Taylor - 768-4344	No	No
Mojave	Monica Ritts - 824-4001 X-226	Yes	<b>Yes</b> - Paper App to Print <a href="http://www.mojave.k12.ca.us">www.mojave.k12.ca.us</a>
Muroc	Teresa Davies - 760/769-4821; Ext. 1234	Yes	<b>Yes</b> - Paper App to Print <a href="http://www.muroc.k12.ca.us">www.muroc.k12.ca.us</a>
Norris	Camron March - 387-7099	Yes	No
Panama-BV	Lynn Sheetz - 831-8331; X-6106	Yes	<b>Yes</b> - Paper App to Print <a href="http://www.pbvUSD.net">www.pbvUSD.net</a>
Pond	Kim Howard - 792-2545	No	No
Richland	Nora Mejia - 746-8702	No	No
Rio Bravo-Greeley	Camron March/Norris SD - 387-7099	Yes	See Norris SD
Rosedale	Camron March/Norris SD - 387-7099	Yes	See Norris SD
Semitropic	Angelica Fernandez - 758-6412	No	No
Sierra Sands	Jan Burke - 760/499-1622	No	<b>Yes</b> - Paper App to Print <a href="http://www.ssusdschools.org">www.ssusdschools.org</a>
South Fork	Debbie Kennedy - 760/378-4000; X-150	No	<b>Yes</b> - Paper App to Print <a href="http://www.southforkschool.org">www.southforkschool.org</a>
Southern Kern	Paul Irving - 256-5000; X-1124	Yes	No
Standard	392-2110; Sherry Flores - X-117 / Brooke Henry - X-119	Yes	No
Taft City	LaDonna Hickernell - 763-1521; X-101002	Yes	No
Taft High	Dianne Kasyzcki - 763-2336	Yes	<b>Yes</b> - <a href="http://www.taft.k12.ca.us">www.taft.k12.ca.us</a>
Tehachapi	Colleen Jones - 822-2100; X-2703	Yes	<b>Yes</b> - Paper App to Print <a href="http://www.teh.k12.ca.us">www.teh.k12.ca.us</a>
Vineland	Anabel Rubio - 845-3713; X-2703	Yes	No
Wasco Elementary	Peter Navarro / Patty Sanchez - 758-7109	No	No
Wasco High SD	Marivel Zarate - 758-7400; X-50105	No	No

## TWENTY-FIVE TIPS FOR SUBSTITUTE TEACHERS

1. Arrive at school early to survey lesson plans, locate materials, review fire and earthquake instructions, and meet a few teachers.
2. Look over the seating chart and zero in on a few names so that you can establish a rapport immediately.
3. Ask questions – regular staff members will be glad to help.
4. Be confident, concise and firm. Your first words and actions go a long way toward setting the tone of the day.
5. Follow the regular teacher's lesson plans and discipline system to the best of your ability.
6. Speak softly and wait until all the students are listening before giving instructions.
7. Deal with the individual, not the group, when discipline problems occur. Be firm and stay in control of the situation. Request help if needed.
8. Have your own simple discipline and reward system in case you can't figure out the classroom's behavior management system.
9. Avoid commanding and threatening. Solicit cooperation. You are on the same team.
10. Compliment the students on class displays, behavior, enthusiasm, etc.
11. Circulate as students are working. Make positive comments and/or put various colored pluses on their papers (i.e. green for a proper heading, red for working quietly, and blue for having solved a problem correctly).
12. Listen to the students and be observant.
13. Allow students to help you with daily routines – involve the students. When appropriate, help students check their own work.
14. Bail out of a lesson that is failing. Move on to something you are comfortable with or review.
15. Have a story, game or other activity prepared in case you finish lessons early.
16. Have generic lessons that can be used at a variety of grade levels just in case a blank spot occurs.
17. Avoid assigning "busy work."
18. Never leave the class unattended.
19. Grade papers that can easily be checked.
20. Do not dismiss students early.
21. Dismiss students in an orderly fashion, one group at a time.
22. Be respectful of classroom equipment and supplies. Put pencils, paper, books, etc. away neatly.
23. Leave the room in order. Have the students' pickup papers, straighten desks, etc.
24. Lock the door when you leave the room.
25. Leave a note for the teacher. Include positive experiences, a progress report, list of absent students, and names of cooperative, as well as, uncooperative students.

**OFFICE OF MARY C. BARLOW  
KERN COUNTY SUPERINTENDENT OF SCHOOLS  
1300 17th Street - CITY CENTRE, Bakersfield, CA 93301-4533  
(661) 636-4000 • FAX (661) 636-4130 • www.kern.org**

**2020-2021 Kern County School Districts and Administrators  
(Revised 12/14/20)**

**ELEMENTARY SCHOOL DISTRICTS**

**ARVIN UNION SCHOOL DISTRICT**

Georgia Rhett, District Superintendent  
Emma Pereida-Martinez, Assistant Supt.  
737 Bear Mountain Blvd.  
Arvin, CA 93203  
854-6500 ♦ FAX 854-2362  
www.arvinschools.com

**Arvin State Preschool**

Angelica Salinas, Coordinator  
854-6580 ♦ FAX 854-7523

**Bear Mountain Elementary School**

Magdalena Hernandez, Principal  
854-6590 ♦ FAX 854-6599

**El Camino Real Elementary School**

Dr. Beatrice Gray, Principal  
854-6661 ♦ FAX 854-2474

**Haven Drive Middle School**

Calletano Gutierrez, Interim Principal  
854-6540 ♦ FAX 854-1440

**Sierra Vista School**

Rosemarie Borquez, Principal  
854-6560 ♦ FAX 854-7523

**BAKERSFIELD CITY SCHOOL DISTRICT**

Harry "Doc" Ervin, District Superintendent  
Mark Luque, Asst. Supt.–Educational Serv.  
1300 Baker St.  
Bakersfield, CA 93305  
631-4600 ♦ FAX 631-4623  
www.bcsd.com

**Casa Loma Elementary School**

Lemuel Kwon, Principal  
631-5200 ♦ FAX 831-0458

**Paul L. Cato Middle School**

Brooke Smothers-Strizic, Principal  
631-5245 ♦ FAX 366-6008

**Cesar E. Chavez Elementary School**

Dawn Slaybaugh, Principal  
631-5870 ♦ FAX 363-7649

**Bernice Harrell Chipman  
Junior High School**

Tomas Prieto, Principal  
631-5210 ♦ FAX 631-3229

**College Heights Elementary School**

Lynn McEntire, Principal  
631-5220 ♦ FAX 631-4510

**Compton Junior High School**

Jennifer Payne, Principal  
631-5230 ♦ FAX 631-3166

**James Curran Middle School**

Marilyn Strongin, Principal  
631-5240 ♦ FAX 833-9247

**Downtown Elementary School**

Noreen Barthelmes, Principal  
631-5920 ♦ FAX 631-3276

**Henry Eissler Elementary School**

Christina Norris, Principal  
631-5250 ♦ FAX 872-2649

**Emerson Middle School**

Polo Marquez, Principal  
631-5260 ♦ FAX 327-7608

**Evergreen Elementary School**

Jason Brannen, Principal  
631-5930 ♦ FAX 631-3190

**Dr. Douglas K. Fletcher Elem. School**

Nancy Olcott, Principal  
631-5960 ♦ FAX 366-6006

**Franklin Elementary School**

Carla Tafoya, Principal  
631-5270 ♦ FAX 631-3210

**John C. Fremont Elementary School**

Teresa Arambula, Principal  
631-5280 ♦ FAX 631-4527

**Ramon Garza Elementary School**

Julie Segura Padilla, Principal  
631-5290 ♦ FAX 631-3110

**Ruth Harding Elementary School**

Bridget Fitch, Principal  
631-5300 ♦ FAX 631-4587

**Caroline Payne Harris Elementary School**

Anne Lopez, Principal  
631-5310 ♦ FAX 631-3178

**Stella Hills Elementary School**

Steve Robinson, Principal  
631-5320 ♦ FAX 631-3119

**Hort Elementary School**

Diana O'Neal, Principal  
631-5330 ♦ FAX 631-3208

**Jefferson Elementary School**

Shannon Jensen, Principal  
631-5340 ♦ FAX 631-3104

**Rafer Johnson Children's Center**

Jesse Beed, Site Administrator  
631-5850 ♦ FAX 631-3289

**Martin Luther King, Jr. Elementary School**

Cheryl Stamper, Principal  
631-5229 ♦ FAX 397-1041

**Longfellow Elementary School**

Alfonso Ceja, Principal  
631-5350 ♦ FAX 395-1514

**Horace Mann Elementary School**

Russell Gayer, Principal  
631-5360 ♦ FAX 872-3165

**McKinley Elementary School**

Rona Chacon Mellon, Principal  
631-5370 ♦ FAX 859-0462

**Mount Vernon Elementary School**

Xochitl Prieto, Principal  
631-5380 ♦ FAX 631-3126

**Millie Gardette Munsey  
Elementary School**

Dayna Garner, Principal  
631-5390 ♦ FAX 833-8249



**Colonel Howard Nichols Elementary School**  
David Tapia, Principal  
631-5400 ♦ FAX 631-4902

**Myra A. Noble Elementary School**  
Jalina Baker, Principal  
631-5410 ♦ FAX 631-3248

**Bessie E. Owens Intermediate School**  
Brandon Johnson, Principal  
631-5950 ♦ FAX 631-3269

**Bessie E. Owens Primary School**  
Sarita Arredondo, Principal  
631-5420 ♦ FAX 859-0913

**Leo G. Pauley Elementary School**  
Jennifer Santillan, Principal  
631-5430 ♦ FAX 631-3215

**William Penn Elementary School**  
Marshall Dillard, Principal  
631-5440 ♦ FAX 633-9795

**Pioneer Drive Elementary School**  
Traci Hicks, Principal  
631-5450 ♦ FAX 363-7491

**Roosevelt Elementary School**  
Susana Rios, Principal  
631-5460 ♦ FAX 324-4326

**Sequoia Middle School**  
Yvonne Lopez, Principal  
631-5940 ♦ FAX 397-3010

**Sierra Middle School**  
Tomas Prieto, Principal  
631-5470 ♦ FAX 327-7610

**Walter Stiern Middle School**  
Julie Short, Principal  
631-5480 ♦ FAX 363-7823

**Dr. Juliet Thorner Elementary School**  
Leiann Scott, Principal  
631-5490 ♦ FAX 871-5005

**Marsa Voorhies Elementary School**  
Erick Casallas, Principal  
631-5800 ♦ FAX 363-6254

**Washington Middle School**  
Abraham Rivera, Principal  
631-5810

**Wayside Elementary School**  
Dylan Capilla, Principal  
631-5820 ♦ FAX 631-4593

**Frank West Elementary School**  
Russ Taylor, Principal  
631-5830 ♦ FAX 631-4519

**Williams Elementary School**  
Jazmine Frias, Principal  
631-5840 ♦ FAX 395-9517

**BEARDSLEY SCHOOL DISTRICT**  
Paul Miller, District Superintendent  
Kevin Williams, Assistant Superintendent  
1001 Roberts Ln.  
Bakersfield, CA 93308  
393-8550 ♦ FAX 393-5965  
beardsleyschool.org

**Beardsley Elementary School**  
Aimee Williamson, Principal  
392-1417 ♦ FAX 387-1587

**Beardsley Junior High School**  
David Hilton, Principal  
392-9254 ♦ FAX 399-3925

**North Beardsley Elementary School**  
Terri Chamberlin, Principal  
392-0878 ♦ FAX 392-1399

**San Laurén Elementary School**  
Tammy Barrera, Principal  
393-5511 ♦ FAX 393-9064

**BELRIDGE ELEM. SCHOOL DISTRICT**  
Tammy Reynolds, District Supt./Principal  
19447 Wagon Wheel Rd.  
McKittrick, CA 93251  
762-7381 ♦ FAX 762-9751

**BLAKE ELEMENTARY SCHOOL DISTRICT**  
Gary Bray, District Superintendent  
Dawn Carver, Principal  
19165 Main St.  
*mailing address:* P.O. Box 40  
Woody, CA 93287  
536-8559 ♦ FAX 536-9389  
blakesd.org

**BUTTONWILLOW UNION SCHOOL DISTRICT**  
J. Stuart Packard, District Superintendent  
42600 Highway 58  
Buttonwillow, CA 93206  
764-5166 ♦ FAX 764-5165  
www.buttonwillow.k12.ca.us

**Buttonwillow Elementary School**  
Hiedi Witcher, Principal  
764-5248 ♦ FAX 764-5805

**CALIENTE UNION SCHOOL DISTRICT**  
Alan Gonzalez, District Superintendent  
12400 Caliente Creek Rd.  
Caliente, CA 93518  
867-2301 ♦ FAX 867-6902  
www.calienteschooldistrict.org

**Caliente School**  
Alan Gonzalez, Principal  
867-2301 ♦ FAX 867-6902

**Piute Mountain School**  
Alan Gonzalez, Principal  
867-2301 ♦ FAX 867-6902

**DELANO UNION SCHOOL DISTRICT**  
Rosalina Rivera, District Superintendent  
1405 12th Ave.  
Delano, CA 93215  
721-5000 ♦ FAX 725-2446  
www.duesd.org

**Albany Park School**  
Karina Oropeza-Gonzalez, Principal  
721-5020 ♦ FAX 721-2833

**Almond Tree Middle School**  
Rodney Del Rio, Principal  
721-3641 ♦ FAX 721-3649

**Cecil Avenue Math and Science Academy**  
Lionel Reyna, Principal  
721-5030 ♦ FAX 721-5097

**Del Vista Math & Science Academy**  
Ana Ruiz, Principal  
721-5040 ♦ FAX 721-5087

**Fremont School**  
Teresa Cushnyr, Principal  
721-5050 ♦ FAX 721-5058

**Harvest Elementary School**  
Janice Vargas, Principal  
720-2725 ♦ FAX 720-2715

**La Viña Middle School**  
Jennifer Townson, Principal  
721-3601 ♦ FAX 721-3662

**Morningside School**  
Rick Chavez, Principal  
720-2700 ♦ FAX 720-2838

**Nueva Vista Language Academy**  
Joshua Herrera, Principal  
721-5070 ♦ FAX 721-3638

**Pioneer School**

Anna Wyatt, Principal  
474-4911 ♦ FAX 721-7725

**Princeton Street School**

Mark Ruiz, Principal  
721-5080 ♦ FAX 721-5084

**Terrace Elementary School**

Maria Alvizo, Principal  
721-5060 ♦ FAX 721-5074

**DI GIORGIO SCHOOL DISTRICT**

Terry Hallum, District Supt./Principal  
19405 Buena Vista Blvd.  
Arvin, CA 93203  
854-2604 ♦ FAX 854-8746  
www.digiorgio.k12.ca.us

**EDISON ELEMENTARY SCHOOL DISTRICT**

Erica Andrews, District Superintendent  
11518 School St.  
P.O. Box 368  
Edison, CA 93220  
363-5394 ♦ FAX 363-4631  
www.edison.k12.ca.us

**Edison Middle School**

Jennifer Dewy, Principal  
366-8216 ♦ FAX 366-0922

**Orangewood Elementary School**

Brandie Brown, Principal  
366-8440 ♦ FAX 366-0159

**ELK HILLS SCHOOL DISTRICT**

Rick Esquivel, District Supt./Principal  
501 Kern St.  
*mailing address:* P.O. Box 129  
Tupman, CA 93276  
765-7431 ♦ FAX 765-4583  
www.elkhills.k12.ca.us

**FAIRFAX SCHOOL DISTRICT**

Michael Coleman, District Superintendent  
Lora Brown, Assistant Superintendent  
1500 S. Fairfax Rd.  
Bakersfield, CA 93307  
366-7221 ♦ FAX 366-1901  
www.fairfax.k12.ca.us

**Fairfax Junior High School**

Wendy Burkhead, Principal  
366-4461 ♦ FAX 366-5831

**Shirley Lane Elementary School**

David Mack, Principal  
363-7684 ♦ FAX 363-7552

**Virginia Avenue School**

Moishe Garde, Principal  
366-3223 ♦ FAX 366-2043

**Zephyr Lane Elementary School**

Anthony Beckman, Principal  
366-0024 ♦ FAX 366-0266

**FRUITVALE SCHOOL DISTRICT**

Leslie Garrison, District Superintendent  
Kim Carlson, Assistant Superintendent  
7311 Rosedale Hwy.  
Bakersfield, CA 93308-5738  
589-3830 ♦ FAX 589-3674  
www.fruitvale.k12.ca.us

**Columbia Elementary School**

Angie Summers, Principal  
588-3540 ♦ FAX 589-5264

**Discovery Elementary School**

Eva Martinez, Principal  
589-7336 ♦ FAX 587-9413

**Endeavour Elementary School**

Stephanie Garnett, Principal  
588-3550 ♦ FAX 587-9318

**Fruitvale Junior High School**

Erick Rouanzoin, Principal  
589-3933 ♦ FAX 588-3259

**Quailwood Elementary School**

Michelle Olinger, Principal  
832-6415 ♦ FAX 831-7391

**GENERAL SHAFTER SCHOOL DISTRICT**

Chris Salyards, District Superintendent  
Sandra Johnson, Principal  
1825 Shafter Rd.  
Bakersfield, CA 93313  
837-1931 ♦ FAX 837-8261  
generalshafter.org

**GREENFIELD UNION SCHOOL DISTRICT**

Ramon Hendrix, District Superintendent  
1624 Fairview Rd.  
Bakersfield, CA 93307  
837-6000 ♦ FAX 832-2873  
www.gfusd.net

**Fairview Elementary School**

Leticia Canales, Principal  
837-6050 ♦ FAX 837-6056

**Granite Pointe Elementary School**

Greg Adkins, Principal  
837-6040 ♦ 837-6049

**Greenfield Community School**

Matt Earls, Administrator  
837-3717 ♦ FAX 837-3719

**Greenfield Middle School**

Sandy Welch, Principal  
837-6110 ♦ FAX 832-7431

**Horizon Elementary School**

Juan Herrera Olea, Principal  
837-3730 ♦ FAX 837-3734

**W. A. Kendrick School**

Hana Suleiman, Principal  
837-6190 ♦ FAX 397-0226

**McKee Middle School**

Brandon Duncan, Principal  
837-6060 ♦ FAX 834-7566

**Leon H. Ollivier Middle School**

Sheila Johnson, Principal  
837-6120 ♦ FAX 396-0963

**Raffaello Palla Elementary School**

Monica Cachu, Principal  
837-6100 ♦ FAX 837-6106

**Plantation School**

Renee Whitney, Principal  
837-6070 ♦ FAX 837-6077

**Planz Elementary School**

Teresa Olague, Principal  
837-6080 ♦ FAX 831-5467

**Valle Verde Elementary School**

Nicole Zandes, Principal  
837-6150 ♦ FAX 837-6159

**GRIMMWAY SCHOOLS**

Barbara Grimm-Marshall, Founder & President  
Casey Yeazel, Chief Executive Officer  
5080 California Avenue, Suite 100  
Bakersfield, CA 93309  
661-432-7880  
www.grimmwayschools.org

**Grimmway Academy Arvin**

Hurshel Williams, Principal  
855-8200 ♦ FAX 855-8249

**Grimmway Academy Shafter**

Brook Webb, Principal  
630-7220

**KERNVILLE UNION SCHOOL DISTRICT**

Steve Martinez, District Superintendent  
 3240 Erskine Creek Rd.  
 Lake Isabella, CA 93240  
 (760) 379-3651 ♦ FAX (760) 379-3812  
 www.kernvilleusd.org

**Kernville Elementary School**

Marie Sampson, Principal  
 (760) 376-2249 ♦ FAX (760) 376-1935

**Woodrow W. Wallace Elementary School**

Karen Greenhaw, Principal  
 (760) 379-2621 ♦ FAX (760) 379-1322

**Woodrow W. Wallace Middle School**

Frank Flores, Principal  
 (760) 379-4646 ♦ FAX (760) 379-5953

**LAKESIDE UNION SCHOOL DISTRICT**

Ty Bryson, District Superintendent  
 Mike McGrath, Assistant Superintendent  
 14535 Old River Rd.  
 Bakersfield, CA 93311  
 836-6658 ♦ FAX 836-8059  
 www.lakesideusd.org

**Lakeside School**

Mike McGrath, Principal  
 831-3503 ♦ FAX 831-7709

**Donald E. Suburu School**

Valerie Garcia, Principal  
 665-8190 ♦ FAX 665-8282

**LAMONT SCHOOL DISTRICT**

Dr. Miguel Guerrero, District Superintendent  
 7915 Burgundy Ave.  
 Lamont, CA 93241  
 845-0751 ♦ FAX 216-7667  
 www.lamontschooldistrict.org

**Alicante Avenue School**

Maria Ozuna, Principal  
 845-1452 ♦ FAX 845-3192

**Lamont Elementary School**

Ana Adamson, Principal  
 845-4404 ♦ FAX 845-5837

**Mountain View Middle School**

Brandy Charles, Principal  
 845-2291 ♦ FAX 845-1839

**Myrtle Avenue School**

Javier Bolivar, Principal  
 845-2217 ♦ FAX 845-4816

**LINNS VALLEY-POSO FLAT UNION SCHOOL DISTRICT**

Tammy Pritchard, District Supt./Principal  
 158 White River Rd.  
 P.O. Box 399  
 Glennville, CA 93226  
 536-8811 ♦ FAX 536-8878  
 linnsvalleyschooldistrict.org

**LOST HILLS UNION SCHOOL DISTRICT**

Harrison Favereaux, District Superintendent  
 Fidelina Saso, Assistant Superintendent  
 20951 Pavilion Way  
*mailing address:* P.O. Box 158  
 Lost Hills, CA 93249  
 797-2941 ♦ FAX 797-2580

**Lost Hills Elementary School**

Veronica Gregory, Principal  
 797-2626 ♦ FAX 797-3015

**A. M. Thomas Middle School**

Veronica Gregory, Principal  
 797-2626 ♦ FAX 797-3015

**MAPLE SCHOOL DISTRICT**

Julie Boesch, Ed.D., District Supt./Principal  
 29161 Fresno Ave.  
 Shafter, CA 93263  
 746-4439 ♦ FAX 746-4765  
 maple.k12.ca.us

**McKITTRICK SCHOOL DISTRICT**

Barry Koerner, District Supt./Principal  
 23250 2nd St.  
*mailing address:* P.O. Box 277  
 McKittrick, CA 93251  
 762-7303 ♦ FAX 762-7283  
 mckittrickschool.org

**MIDWAY SCHOOL DISTRICT**

Al Quezada, District Supt./Principal  
 259 F. St.  
 P.O. Box 39  
 Fellows, CA 93224  
 768-4344 ♦ FAX 768-4746  
 midwayschooldistrict.org

**NORRIS SCHOOL DISTRICT**

Kelly Miller, District Superintendent  
 6940 Calloway Dr.  
 Bakersfield, CA 93312  
 387-7000 ♦ FAX 399-9750  
 www.norris.k12.ca.us

**William B. Bimat Elementary School**

Jodi Mudryk, Principal  
 387-7080 ♦ FAX 589-7849

**Norris Elementary School**

Erin Hudson, Principal  
 387-7020 ♦ FAX 587-9043

**Norris Middle School**

Ryan Carr, Principal  
 387-7060 ♦ FAX 399-9750

**Olive Drive Elementary School**

Brandy Rosander, Principal  
 387-7040 ♦ FAX 399-3149

**Veterans Elementary School**

Paula Mara, Principal  
 387-7050 ♦ FAX 589-5758

**PANAMA-BUENA VISTA UNION SCHOOL DISTRICT**

Katie Russell, District Superintendent  
 Jennifer Irvin, Assistant Superintendent  
 4200 Ashe Rd.  
 Bakersfield, CA 93313  
 831-8331 ♦ FAX 398-0669  
 www.pbvusd.k12.ca.us

**O. J. Actis Junior High School**

Patrick Spears, Principal  
 833-1250 ♦ FAX 833-9656

**Berkshire Elementary School**

Amy Mensing, Principal  
 834-9472 ♦ FAX 834-7876

**Buena Vista Elementary School**

Daniel Hansford, Principal  
 831-0818 ♦ FAX 831-4842

**Charles H. Castle Elementary School**

Katrina Wilson, Principal  
 834-5311 ♦ FAX 834-9422

**Leo B. Hart Elementary School**

Daryl Newton, Principal  
 664-1296 ♦ FAX 664-0176

**Laurelglen Elementary School**

Robert Machado, Principal  
 831-4444 ♦ FAX 831-6689

**Roy W. Loudon School**

Stephen Johnson, Principal  
 398-3210 ♦ FAX 398-6233

**Sing Lum School**

Shawna Manning, Principal  
 664-1611 ♦ FAX 664-1852

**Christa McAuliffe Elementary School**

Jennifer Payne, Principal  
 665-9471 ♦ FAX 665-9821

**Douglas J. Miller Elementary School**

Dan Bickam, Principal  
836-6689 ♦ FAX 836-8452

**Old River Elementary School**

Kathy Josephson, Principal  
664-7009 ♦ FAX 664-8247

**Panama Elementary School**

Brian Malavar, Principal  
831-1741 ♦ FAX 831-6662

**Ronald Reagan Elementary School**

Matthew Kennedy, Principal  
665-8099 ♦ FAX 665-8311

**Louise Sandrini Elementary School**

Morgan Hicks, Principal  
397-1515 ♦ FAX 397-3817

**Amy B. Seibert Elementary School**

Rebekah Stambok, Principal  
832-4141 ♦ FAX 832-3734

**Stine Elementary School**

Monica Hicks, Principal  
831-1022 ♦ FAX 831-6610

**Stockdale Elementary School**

Matthew Merickel, Principal  
831-7835 ♦ FAX 831-7701

**Stonecreek Junior High School**

James Lopez, Principal  
834-4521 ♦ FAX 834-6908

**Tevis Junior High School**

Paul Coon, Principal  
664-7211 ♦ FAX 664-9659

**Fred L. Thompson Junior High School**

Michael Brasier, Principal  
832-8011 ♦ FAX 832-5165

**Wayne Van Horn Elementary School**

Trina Lovio, Principal  
324-6538 ♦ FAX 324-2007

**Earl Warren Junior High School**

Darryl Pope, Principal  
665-9210 ♦ FAX 665-9507

**Whitley Elementary School**

Lisa Beasley, Principal  
885-6600 ♦ FAX 831-7357

**Bill L. Williams Elementary School**

Dion Lovio, Principal  
837-8070 ♦ FAX 837-4459

**POND SCHOOL DISTRICT**

Alex Lopez, District Supt./Principal  
29585 Pond Rd.  
Wasco, CA 93280  
792-2545 ♦ FAX 792-5099  
www.pond.k12.ca.us

**RICHLAND SCHOOL DISTRICT**

Rosa Romero, Int. District Superintendent  
Rocio Muñoz, Assistant Superintendent  
331 Shafter Ave.  
Shafter, CA 93263  
746-8600 ♦ FAX 746-8614  
www.richland.k12.ca.us

**Golden Oak Elementary School**

Ana Marie Mendez, Principal  
746-8670 ♦ FAX 746-8614

**Redwood Elementary School**

Ivonne Hernandez, Principal  
746-8650 ♦ FAX 746-8614

**Richland Junior High School**

Monica Garza, Principal  
746-8630 ♦ FAX 746-8614

**Sequoia Elementary School**

Frank Flores, Principal  
746-8740 ♦ FAX 746-8614

**RIO BRAVO-GREELEY UNION  
SCHOOL DISTRICT**

Jennifer Hedge, District Superintendent  
6521 Enos Ln.  
Bakersfield, CA 93314  
589-2696 ♦ FAX 589-2218  
www.rbgusd.k12.ca.us

**Rio Bravo Elementary School**

Pamela Stanley, Principal  
588-6313 ♦ FAX 588-6318

**Rio Bravo-Greeley School**

Christina Bussman, Principal  
589-2505 ♦ FAX 588-7204

**ROSEDALE UNION SCHOOL DISTRICT**

Sue Lemon, District Supt.  
2553 Old Farm Rd.  
Bakersfield, CA 93312  
588-6000 ♦ FAX 588-6009  
www.ruesd.net

**Almondale Elementary School**

Jen Pafford, Principal  
588-6060 ♦ FAX 588-6063

**American Elementary School**

Becky Devahl, Principal  
587-2277 ♦ FAX 829-2591

**Centennial Elementary School**

Bruce Carlile, Principal  
588-6020 ♦ FAX 588-6023

**Del Rio Elementary School**

Lisa Boles, Principal  
588-6050 ♦ FAX 588-6053

**Freedom Middle School**

Matt King, Principal  
588-6044 ♦ FAX 588-6048

**Independence Elementary School**

RikkiLyn McFee, Principal  
588-6011 ♦ FAX 588-6018

**Patriot Elementary School**

Jonathan Martinez, Principal  
588-6065 ♦ FAX 587-2272

**Rosedale Middle School**

Tom Board, Principal  
588-6030 ♦ FAX 588-6039

**Rosedale North Elementary School**

Norm Richards, Principal  
588-6040 ♦ FAX 588-6043

**SEMITROPIC SCHOOL DISTRICT**

Bethany Ferguson, District Supt./Principal  
25300 Highway 46  
Wasco, CA 93280  
758-6412 ♦ FAX 758-4134  
www.semitropicschool.org

**SOUTH FORK UNION SCHOOL DISTRICT**

Kim Kissack, District Superintendent  
5225 Kelso Valley Rd.  
Weldon, CA 93283  
(760) 378-4000 ♦ FAX (760) 378-3046  
www.southforkschool.org

**South Fork Elementary School**

Kim Kissack, Principal  
(760) 378-2211 ♦ FAX (760) 378-4369

**South Fork Middle School**

Kim Kissack, Principal  
(760) 378-1300 ♦ FAX (760) 378-9113

**STANDARD SCHOOL DISTRICT**

Paul Meyers, District Superintendent  
1200 N. Chester Ave.  
Bakersfield, CA 93308-3521  
392-2110 ♦ FAX 392-0681  
www.standardschools.net

**Highland Elementary School**

Mary Hlghfield, Principal  
392-2115 ♦ FAX 392-2142

**Standard Elementary School**

Jennifer Long, Principal  
392-2120 ♦ FAX 392-2137

**Standard Middle School**

Susan Denton, Principal  
392-2130 ♦ FAX 392-2134

**Wingland Elementary School**

Richard Morosa, Principal  
392-2125 ♦ FAX 392-2139

**TAFT CITY SCHOOL DISTRICT**

Julie Graves, District Superintendent  
Nancy Hickernell-Bonner, Asst. Superintendent  
820 Sixth St.  
Taft, CA 93268  
763-1521 ♦ FAX 763-1495  
www.taftcity.org

**Conley School**

Lisa Kindred, Principal  
765-4117 ♦ FAX 765-2065

**Jefferson School**

Melissa Taylor, Principal  
763-4236 ♦ FAX 763-3054

**Lincoln Junior High School**

Brandi Swearengin, Principal  
765-2127 ♦ FAX 763-3970

**Parkview School**

Heather Ward, Principal  
763-4164 ♦ FAX 763-3020

**Roosevelt School**

Stephanie McDaniel, Principal  
763-3113 ♦ FAX 763-3732

**Taft Primary School**

Lavona Callaghan, Principal  
765-4151 ♦ FAX 763-3783

**VINELAND SCHOOL DISTRICT**

Cindy Castro, District Superintendent  
14713 Weedpatch Hwy.  
Bakersfield, CA 93307  
845-3713 ♦ FAX 845-8449  
vineland.k12.ca.us

**Sunset School**

Lourdes Licea, Principal  
845-1320 ♦ FAX 845-3952

**Vineland School**

Roberto Euresti, Principal  
845-3719 ♦ FAX 845-1599

**WASCO UNION ELEMENTARY SCHOOL DISTRICT**

Kelly Richers, District Superintendent  
1102 5th St.  
Wasco, CA 93280  
758-7100 ♦ FAX 758-7110  
www.wuesd.org

**Teresa Burke Elementary School**

Monique Goodwill, Principal  
758-7480 ♦ FAX 758-3024

**Karl F. Clemens School**

Sam Torres, Principal  
758-7120 ♦ FAX 758-9200

**James A. Forrest Elementary School**

Steffanie Pollard, Principal  
758-7490 ♦ FAX 758-3008

**Thomas Jefferson Middle School**

Danny Arellano, Principal  
758-7140 ♦ FAX 758-9366

**Palm Avenue School**

Oscar Luna, Principal  
758-7130 ♦ FAX 758-9369

**John L. Prueitt School**

Rosalinda Chairez, Principal  
758-7180 ♦ FAX 758-9361

**WONDERFUL COLLEGE PREP ACADEMY**

Adrian Manuel, Superintendent  
www.wonderfulcollegeprepacademy.org

**WCPA - Delano**

2070 Veneto Street  
Delano, CA 93215  
721-2887 ♦ FAX 454-3601

**WCPA - Lost Hills**

20767 Highway 46  
Lost Hills, CA 93249  
797-2220 ♦ FAX 797-2223

**UNIFIED SCHOOL DISTRICTS****EL TEJON UNIFIED SCHOOL DISTRICT**

Sara Haflich, District Superintendent  
4337 Lebec Rd.  
P.O. Box 876  
Lebec, CA 93243  
248-6247 ♦ FAX 248-6714  
www.el-tejon.k12.ca.us

**Condor Academy**

Sara Halfich, Principal  
248-0310 ext. 182 ♦ FAX 248-0403

**El Tejon School**

Corey Hansen, Principal  
248-6680 ♦ FAX 248-5203

**Frazier Park School**

Patrick Gross, Principal  
245-3312 ♦ FAX 245-3424

**Frazier Mountain High School**

Sara Haflich, Principal  
248-0310 ♦ FAX 248-0403

**MARICOPA UNIFIED SCHOOL DISTRICT**

Scott Meier, District Superintendent  
955 Stanislaus St.  
Maricopa, CA 93252  
769-8231 ext. 201 ♦ FAX 769-8168  
maricopaschools.org

**Maricopa Elementary School**

Scott Meier, Principal  
769-8231 ext. 205 ♦ FAX 769-8202

**Maricopa Middle School**

Scott Meier, Principal  
769-8231 ext. 205 ♦ FAX 769-8202

**Maricopa High School**

Scott Meier, Principal  
769-8231 ext. 210 ♦ FAX 769-8204

**Peak to Peak Mountain Charter**

Jeffrey Fenske, Administrator  
364-3811

**McFARLAND UNIFIED SCHOOL DISTRICT**

Samuel Aaron Resendez, District Supt.  
601 Second St.  
McFarland, CA 93250  
792-3081 ♦ FAX 792-2447  
www.mcfarlandusd.com

**Browning Road School**

Dario Diaz, Principal  
792-2113 ♦ FAX 792-5423

**Horizon Elementary School**

Vanessa DeLeon, Principal  
792-0003 ♦ FAX 792-0010

**Kern Avenue Elementary School**

Mayela Bujanda-Medina, Principal  
792-3033 ♦ FAX 792-6036

**McFarland Independent School**

Lori Schultz, Director  
792-3178 ♦ FAX 792-6758

**McFarland Middle School**

Adan Robles, Principal  
792-3340 ♦ FAX 792-5681

**McFarland High School**

Justin Derrick, Principal  
792-3126 ♦ FAX 792-2315

**San Joaquin High School**

Lori Schultz, Director  
792-6312 ♦ FAX 792-6758

**MOJAVE UNIFIED SCHOOL DISTRICT**

Dr. Katherine Anguirre, District Superintendent  
3500 Douglas Ave.  
Mojave, CA 93501  
824-4001 ♦ FAX 824-2686  
www.mojave.k12.ca.us

**California City Middle School**

Tim Shelby, Principal  
(760) 373-3241 ♦ FAX (760) 373-1355

**Hacienda Elementary School**

Shawnee Moore, Principal  
(760) 373-5824 ♦ FAX (760) 373-5787

**Mojave Elementary School**

Cheryl Bailey, Principal  
824-2456 ♦ FAX 824-2461

**Robert P. Ulrich Elementary School**

Dr. Tirsia Tovar, Principal  
(760) 373-4824 ♦ FAX (760) 373-3309

**California City High School**

Edward Campbell, Principal  
(760) 373-5263 ♦ FAX (760) 373-9028

**Mojave Junior/Senior High School**

Scott Small, Principal  
824-4088 ♦ FAX 824-3406

**Mojave Adult School**

Susan Clipperton, Principal  
824-4569 ♦ FAX 824-2686

**MUROC JOINT UNIFIED SCHOOL DISTRICT**

Kevin Cordes, District Superintendent  
17100 Foothill Ave.  
North Edwards, CA 93523  
(760) 769-4821 ♦ FAX (760) 769-4241  
www.muroc.k12.ca.us

**Irving L. Branch Elementary School**

John Siercks, Principal  
258-4411 ext. 3510 ♦ FAX 258-4411

**West Boron Elementary School**

Robert Kostopoulos, Principal  
(760) 762-5430 ♦ FAX (760) 762-5019

**Boron Junior/Senior High School**

David Wiggs, Principal  
(760) 762-5121 ♦ FAX (760) 762-5040

**Desert Junior/Senior High School**

David Ellms, Principal  
258-4411, ext. 4510 ♦ FAX 258-5029

**SIERRA SANDS UNIFIED SCHOOL DISTRICT**

David Ostash, District Superintendent  
Michelle Savko, Assistant Superintendent  
113 W. Felspar Ave.  
Ridgecrest, CA 93555  
(760) 499-1600 ♦ FAX (760) 375-3338  
www.ssusd.org

**Theodore H. Faller Elementary School**

Amy Self, Principal  
(760) 499-1690 ♦ FAX (760) 499-1695

**Gateway Elementary School**

Margaret Bergens, Principal  
(760) 499-1850 ♦ FAX (760) 384-2608

**Inyokern Elementary School**

Beverly Ewbank, Principal  
(760) 499-1683 ♦ FAX (760) 499-1687

**Las Flores Elementary School**

Sarah Tate, Principal  
(760) 499-1860 ♦ FAX (760) 375-8432

**James Monroe Middle School**

John Cosner, Principal  
(760) 499-1830 ♦ FAX (760) 375-8781

**Murray Middle School**

Cody Pearce, Principal  
(760) 499-1820 ♦ FAX (760) 446-3838

**Pierce Elementary School**

Shyanne Ledford, Principal  
(760) 499-1670 ♦ FAX (760) 499-1678

**Richmond Elementary School**

Michael Yancey, Principal  
(760) 499-1840 ♦ FAX (760) 446-3302

**Burroughs High School**

Carrie Cope, Principal  
(760) 499-1800 ♦ FAX (760) 375-1735

**Mesquite Continuation High School**

Joanne McClelland, Principal  
(760) 499-1810 ♦ FAX (760) 446-3328

**Sierra Sands Adult School**

Joanne McClelland, Principal  
(760) 499-1725

**SOUTHERN KERN UNIFIED SCHOOL DISTRICT**

Barbara Gaines, District Superintendent  
2601 Rosamond Blvd.  
P.O. Drawer CC  
Rosamond, CA 93560  
256-5000 ♦ FAX 256-1247  
www.skusd.k12.ca.us

**Abraham Lincoln Independent Study**

Nino Torres, Principal  
256-5090 ♦ FAX 256-6868

**Rosamond Elementary School**

Santiago Meza, Principal  
256-5050 ♦ FAX 256-6248

**Tropico Middle School**

Nat Adams, Principal  
256-5040 ♦ FAX 256-0630

**Westpark Elementary School**

Leslie Lacey, Principal  
256-5030 ♦ FAX 256-8300

**Rare Earth Continuation High School**

Nino Torres, Principal  
256-5090 ♦ FAX 256-6868

**Rosamond High School**

Lisa Aqenenni, Principal  
256-5020 ♦ FAX 256-6880

**TEHACHAPI UNIFIED SCHOOL DISTRICT**

Stacey Larson-Everson, District Supt.  
300 S. Robinson St.  
Tehachapi, CA 93561  
822-2100 ♦ FAX 822-8221  
www.teh.k12.ca.us

**Cummings Valley Elementary School**

Traci Minjares, Principal  
822-2190 ♦ FAX 822-2128

**Golden Hills Elementary School**

Kendra Bailey, Principal  
822-2180 ♦ FAX 822-2186

**Jacobsen Middle School**

Sharon Heitman, Principal  
822-2150 ♦ FAX 822-2156

**Tompkins Elementary School**  
Rebecca Castellanos, Principal  
822-2170 ♦ FAX 822-2198

**Monroe Continuation High School**  
Christina Libatique, Principal  
822-2124 ♦ FAX 822-2188

**Tehachapi High School**  
Christina Libatique, Principal  
822-2130 ♦ FAX 822-2163

### ***HIGH SCHOOL DISTRICTS***

#### **DELANO JOINT UNION HIGH SCHOOL DISTRICT**

Jason Garcia, District Superintendent  
Adelaide Ramos, Assistant Superintendent  
1720 Norwalk St.  
Delano, CA 93215  
725-4000 ♦ FAX 721-9390  
www.djuhsd.org

**Cesar E. Chavez High School**  
Uriel Robles, Principal  
720-4502 ♦ FAX 725-8875

**Delano Adult School**  
Julio Segura, Interim Director  
720-4173 ♦ FAX 725-5852

**Delano High School**  
Rene Ayon, Principal  
720-4121 ♦ FAX 720-4216

**Robert F. Kennedy High School**  
Dolores Rodriguez, Principal  
720-5102 ♦ 721-0833

**Valley High School**  
Gabriel Diaz, Director of Alt. Ed.  
720-4181 ♦ FAX 725-7611

**KERN HIGH SCHOOL DISTRICT**  
Dr. Bryon Schaefer, District Superintendent  
5801 Sundale Ave.  
Bakersfield, CA 93309  
827-3100 ♦ FAX 827-3301  
www.kernhigh.org

**Arvin High School**  
Ed Watts, Principal  
854-5561 ♦ FAX 854-5943

**Bakersfield Adult School**  
**Herbert E. Martin Center**  
Mark Wyatt, Principal  
835-1855 ♦ FAX 835-9612

**Bakersfield High School**  
Ben Sherley, Principal  
324-9841 ♦ FAX 324-3401

**Centennial High School**  
Matthew Guinn, Principal  
588-8601 ♦ FAX 588-8608

**Central Valley Continuation High School**  
Roman Aguilar, Supervising Administrator  
746-4281 ♦ FAX 746-0521

**East Bakersfield High School**  
Leo Holland, Principal  
871-7221 ♦ FAX 872-6980

**Foothill Hill School**  
Gail Bentley, Principal  
366-4491 ♦ FAX 363-6223

**Frontier High School**  
Vicky Thompson, Principal  
829-1107 ♦ FAX 829-1185

**Golden Valley High School**  
Paul Helman, Principal  
827-0800 ♦ FAX 827-0480

**Highland High School**  
Debra Vigstrom, Principal  
872-2777 ♦ FAX 871-6052

**Independence High School**  
Dean Juola, Principal  
834-8001 ♦ 398-0899

**Kern Valley High School**  
John Meyers, Principal  
(760) 379-2611 ♦ FAX (760) 379-8314

**Liberty High School**  
Libby Wyatt, Principal  
587-0925 ♦ FAX 587-1299

**Mira Monte High School**  
William Sandoval, Principal  
366-1800 ♦ 363-6475

**North High School**  
Mark Balch, Principal  
399-3351 ♦ FAX 393-5918

**Nueva Continuation High School**  
Roman Aguilar, Supervising Administrator  
845-1532 ♦ FAX 845-9523

**Ridgeview High School**  
Steve Holmes, Principal  
398-3100 ♦ FAX 398-9758

**Shafter High School**  
Russell Shipley, Principal  
746-4961 ♦ FAX 746-6743

**South High School**  
Connie Grumling, Principal  
831-3680 ♦ FAX 837-2756

**Stockdale High School**  
Scott Odlin, Principal  
665-2800 ♦ FAX 665-0914

**Tierra Del Sol Continuation High School**  
Roman Aguilar, Supervising Administrator  
832-3700 ♦ FAX 832-9807

**Vista Continuation High School**  
Roman Aguilar, Supervising Administrator  
327-8561 ♦ FAX 631-0558

**Vista West Continuation High School**  
Roman Aguilar, Supervising Administrator  
589-4242 ♦ FAX 588-1627

**West High School**  
Megan Gregor, Principal  
832-2822 ♦ FAX 831-5606

**TAFT UNION HIGH SCHOOL DISTRICT**  
Blanca Cavazos, District Superintendent  
1 Wildcat Way  
Taft, CA 93268  
763-2300 ♦ FAX 763-1445  
www.taft.k12.ca.us

**Buena Vista High School**  
Chelle Koerner, Administrator  
763-2383 ♦ FAX 763-2393

**Taft Union High School**  
Mary Alice Finn, Principal  
763-2300 ♦ FAX 763-1445

**WASCO UNION HIGH SCHOOL DISTRICT**  
Lori Albrecht, District Superintendent  
2100 Seventh St.  
Wasco, CA 93280  
758-8447 ♦ FAX 758-4946  
www.wascouhsd.org

**Independence High School**  
Martin Lonza, Principal  
758-7450 ♦ FAX 758-7451

**Wasco Union High School**  
Kevin Tallon, Principal  
758-7400 ♦ FAX 758-9201

**COMMUNITY COLLEGES**

**KERN COMMUNITY COLLEGE DISTRICT**

Thomas J. Burke, Chancellor  
2100 Chester Ave.  
Bakersfield, CA 93301  
336-5100 ♦ FAX 336-5025  
www.kccd.edu

**Bakersfield College**

Dr. Sonya Christian, President  
395-4011 ♦ FAX 395-4698

**Bakersfield College - Delano Center**

Abel Guzman, Director  
720-2000 ♦ FAX 720-2014

**Cerro Coso Community College**

Jill Board, President  
(760) 384-6100 ♦ FAX (760) 384-6270

**Porterville College**

Dr. Claudia Habib, President  
(559) 791-2200 ♦ FAX (559) 784-4779

**WEST KERN COMMUNITY  
COLLEGE DISTRICT**

**Taft College**

Dr. Dena P. Maloney, District Supt./President  
29 Emmons Park Dr.  
Taft, CA 93268  
763-7700 ♦ FAX 763-7703  
www.taftcollege.edu

**UNIVERSITIES**

**CALIFORNIA STATE UNIVERSITY,  
BAKERSFIELD**

Lynette Zelezny, President  
9001 Stockdale Hwy.  
Bakersfield, CA 93311-1022  
654-CSUB  
www.csub.edu

**VOCATIONAL AND OCCUPATIONAL SCHOOLS**

**REGIONAL OCCUPATIONAL CENTER**

**Herbert E. Martin Center**

Brian Miller, Principal  
501 S. Mt. Vernon Ave.  
Bakersfield, CA 93307  
831-3327 ♦ FAX 398-8239  
roc.kernhigh.org

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Please submit changes to Elizabeth Mackay, Executive Secretary.  
Email – [elmackay@kern.org](mailto:elmackay@kern.org) | FAX – (661) 636-4130