

**Idaho Falls School District 91
Substitute Teacher Information**

Linden Park Elementary

1305 9th Street
Idaho Falls, Idaho 83404
(208) 525-7642
Fax: (208) 525-7644

Principal: Dave England
Secretary: Brijett Dominquez / Kitty Lizarraga

Driving Directions: From 17th Street: Turn north on Holmes, right on 9th Street OR turn north on Woodruff, left on 9th Street. From First Street or John Adams: Turn south on Holmes, left on 9th Street OR turn south on Woodruff, right on 9th Street.

Parking: Please park in the west parking lot or on 9th Street.

Check In Procedures: Clock in at the office and the secretary will direct you to the classroom and answer any questions.

Check Out Procedures: Clock out at the front office and check with office staff before leaving.

Dress Code: Dress to distinguish yourself as a professional and remember to wear your substitute ID badge.

Lesson Plans: Plans can be attached to sub job in Aesop or located in the classroom. PE plans are usually emailed to the sub or secretary to print off.

School Hours: School Hours: 7:55-2:05 and on Monday's 8:55-2:05 Front doors are unlocked at 7:45 and 8:45 on Monday's. Morning Duty starts at 7:45 and 8:45 on Monday's.

Please plan to be at the school at least 10 minutes prior to the start of class in order to get checked in and ready for the day