



GILBERT PUBLIC SCHOOLS

2018-2019

Substitute Teacher Handbook

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On behalf of Gilbert Public Schools we welcome you as a Substitute Teacher. Our community and school district enjoy a reputation for quality education in academics, cultural expression and athletic achievements. Excellent educational and support personnel, along with beautiful and well maintained facilities, are the keys to the quality of educational programs in GPS.

Mission: The mission of the Gilbert Public Schools is to provide all students with an educational environment where they can achieve academic excellence, succeed in developing strong interpersonal skills and self-esteem, and mature in physical growth and development. Central to the education mission of the Gilbert Public Schools system is the concept of teamwork and the conviction that primary relationship of the teacher with the student be given highest priority. The cooperative efforts and teamwork of the governing board, parents, administration, support staff and the community at large shall be directed toward creating a positive school climate where the relationship of the student will be meaningful, successful, and enjoyable. It is the belief of Gilbert Public Schools that the ultimate goal is to graduate students, each of whom will make unique and valuable contributions as a productive and successful citizen in society and the world.

USEFUL INFORMATION

Substitute Services - 480-497-3418
Substitute Services Office Hours are 7:00 am to 4:00 pm
E-mail: substituteservices@gilbertschools.net

Executive Director Secondary Education OTM – Missy Udall
Executive Director Elementary Education OTM – Shawn McIntosh

Gilbert Public Schools District Office
140 S. Gilbert Rd Gilbert, AZ 85296

Office of Talent Management Fax Number 480-507-1500
District Office General Telephone Number 480-497-3300
Payroll Department 480-497-3414
Web address www.gilbertschools.net

DISTRICT ADMINISTRATION

Shane McCord	Superintendent
Dr. Suzanne Zentner	Assistant Superintendent Strategy & Business Development
Bonnie Betz	Assistant Superintendent Business Services
Shawn McIntosh	Executive Director of Elementary Education Office of Talent Management
Missy Udall	Executive Director of Secondary Education Office of Talent Management
Jason Martin	Executive Director of Elementary Education Administrative Services
Marcie Taylor	Executive Director of Secondary Education Administrative Services
Barbara Newman	Executive Director of Teaching and Learning
Jon Castelhano	Executive Director of Technology

GOVERNING BOARD

Ms. Sheila Rogers Uggetti	President
Mr. Reed Carr	Clerk
Ms. Jill Humpherys	Member
Dr. J. Charles Santa Cruz	Member
Ms. Lori Wood	Member

WELCOME

The staff of the Gilbert Public Schools takes special pride and has great concern for the welfare of the students in our district. This feeling is reflected in every aspect of our school programs. Your services as a substitute teacher are most important and should reflect a willingness to maintain this feeling. This handbook has been prepared to supply information that will be helpful during your services with our district.

GPS Substitutes will need to have a current DPS IVP Fingerprint Clearance Card and a valid State Substitute or regular Teaching Certificate. If either your Fingerprint Clearance Card or your Teaching/Substitute Certificate expires during the school year, you will not be able to continue to substitute past the expiration date. It is **your responsibility** to provide us with a copy of your Fingerprint Card and Teaching/Substitute Certificate.

Certification:

For more information on how to renew your teacher or substitute certificate, please visit the Arizona Department of Education (see contact information below).

Arizona Department of Education
Teacher Certification
1535 W. Jefferson
Phoenix, AZ 85005-6490
602-542-4367

www.ade.az.gov

Fingerprint Card Services:

For more information on how to renew your IVP Fingerprint Clearance card, please see pg. four (4) of this packet. If you have further questions, please contact AZ DPS or Community Wellness (contact information below).

Arizona Department of Public Safety
602-223-2279

www.dps.state.az.us

Community Wellness Program
Fingerprint Services
522 N. Gilbert Rd. Suite 104
480-892-4295



RENEWING IVP FINGERPRINT CARD

Make sure to have your current fingerprint card available before starting this process. You will need the IVP# listed on your card to renew.

Follow the instructions below **exactly**. NOTE: After you completed #3, listed below and move to #4, you should have 4 steps listed at the top of the page (Data Collection-Authorization-Payment-Confirmation). If you have 5 steps with Time and Location for step 3 you completed (#3 listed below) incorrectly and you will need to log out and start over.

Go the website <https://fieldprintarizona.com>

1. Hit on - "Schedule an Appointment"
2. Complete the "New User-Sign up" Information if this is your 1st time renewing on line.
3. Reason why you need to be fingerprint in the drop down menu hit on **2nd choice from the bottom** "IDENTITY VERIFIED PRINTS (IVP) RENEWAL - PAID EMPLOYEE"
4. Under Sponsors mark the 1st box "DOE Certification (Teacher or Other) hit "Save and Continue"
5. You will be taken through a few screens and asked your IVP #. You will be able to pay on line, \$67.00 renewal fee + 7:95 processing fee for a total of \$74.95 and will not have to be fingerprinted again.

Once you have your new fingerprint card please send a copy to Rachael Thornton in the Office of Talent Management so she can update your records.

GUIDELINES FOR STUDENT MANAGEMENT

- Establish classroom order with skill rather than force.
- Use clear, consistent instructions in directing every activity.
- Fairness and careful follow-through should be emphasized.
- Give students a chance to cooperate and listen to their suggestions.
- If a discipline problem occurs which you are unable to handle, consult the campus sub coordinator.
- Substitute teachers are not authorized to restrain students under any circumstances. Substitute teachers should immediately contact the principal, security guard or other certified staff if a situation occurs where restraint may need to be utilized.
- Be firm and friendly.
- Encourage every student by maintaining an atmosphere of positive reinforcement.
- Do not be reluctant to ask for help.

DUTIES TO PERFORM FOR ABSENT TEACHER

- Arrive early enough to locate rooms and review materials.
- Obtain any bulletins, keys, records, etc. needed.
- Fulfill the entire program outlined by the regular teacher.
- Keep accurate attendance records.
- Make sure any assignments that students complete are collected and if possible, corrected.
- Complete a report for the regular teacher to summarize the day.
- Leave a schedule that lists all finished and unfinished work.
- Note special successes and explain any problems encountered.
- Describe any homework assigned later in the day.
- Other duties as assigned by Campus Administrator.

PROFESSIONALISM

- Assume a positive and enthusiastic outlook toward substituting.
- Accept familiar subject and/or grade assignments only.
- Look as neat and dress as appropriately as possible.
- Share criticism and/or suggestions with school authorities rather than the public.
- Treat student records and related information as confidential material.
- Accept jobs in subjects where you are comfortable.
- Turn off all electronic devices while on campus.
- Cell phones and personal electronic devices should never be in use while students are present.
- Personal laptops are not to be used while students are being supervised.
- No pictures shall be taken of any student under any circumstances.

PROFESSIONALISM (CONTINUED)

- Know district policies and, if possible, school rules.
- You should make every effort to carry on the program of the regular teacher, to follow the lesson plans and to fit in with the existing schedule.

DISMISSAL AND RELEASE

- Only release a student with permission from the Office or Principal.
- Under no circumstances should a child be released without permission.
- Upon dismissal, please ascertain that routine housekeeping chores are followed. Consider leaving a brief written report of your day's activities for the returning teacher.
- Before leaving the campus return keys, etc. to the office. If called by the sub coordinator to substitute for the day, check with her to make sure you were entered into the system for the teacher who was absent.

INJURIES

- As an employee of Gilbert Public Schools, a substitute is insured under Workmen's Compensation of Arizona. Any injury sustained as an employee on school property, while in the normal course of duties, should be reported immediately to the school principal.

EMERGENCY PROCEDURES

- In the case of emergencies, it is your responsibility to be prepared to handle them with a minimum of confusion.
- Know where the Health Services Office is located.
- Learn how the intercom system operates.
- Be aware of the location of the fire extinguishers, evacuation routes, and fire drill procedures.

RETIREMENT

- Substitute teachers will qualify for membership and will be required to pay into the Arizona State Retirement System when they work 20 or more hours a week for at least 20 weeks a year.

Absence and Substitute Management



LOGGING IN ON THE WEB

To log in to the absence management system, type aesoponline.com in your web browser's address bar.

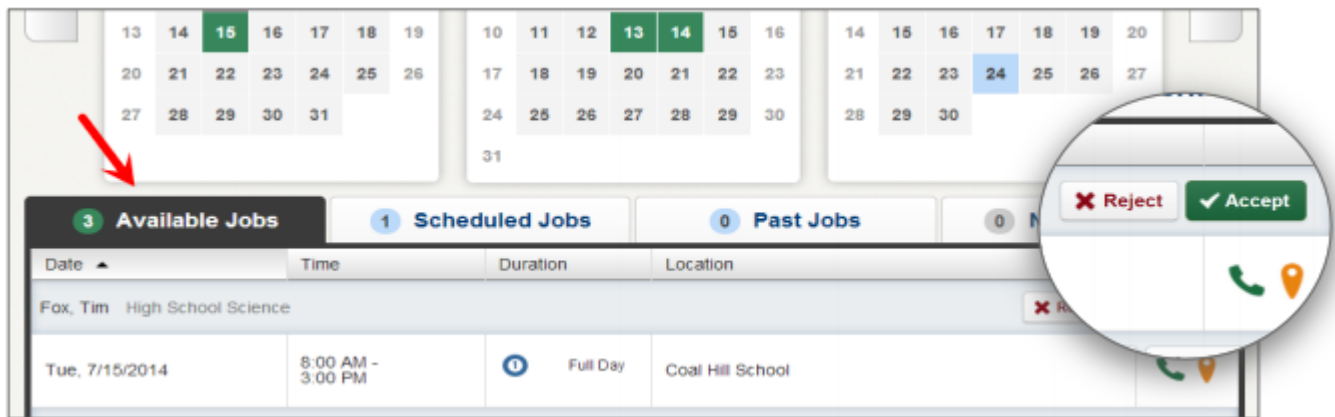
The Sign In page will appear. Enter your ID and PIN and click **Login**.

CAN'T REMEMBER YOUR LOGIN INFO?

If you're having trouble logging in, click the **Login Problems** link next to the "Login button for more information.

SEARCHING FOR AVAILABLE JOBS

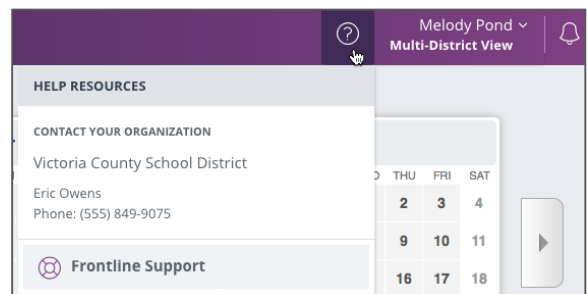
The system makes it easy to find available jobs right on the homepage. Available jobs appear in green on the calendar and in list form under the "Available Jobs" tab.



To accept a job, simply click the **Accept** button next to the absence. If you do not want to accept this job, click the **Reject** button, instead.

GETTING HELP AND TRAINING

If you have questions, want to learn more about a certain feature, or want more information about a specific topic, click **Help Resources** and select **Frontline Support** to go to the Learning Center to search a knowledge base of help and training materials.



ACCESSING ABSENCE MANAGEMENT ON THE PHONE

Not only is the system available on the web, but you can also find and accept available jobs, manage personal information, change your PIN number, and more, all over the phone.

When You Call into Absence Management

To call, dial **1-800-942-3767**. You'll be prompted to enter your ID number (followed by the # sign), then your PIN number (followed by the # sign).

When calling the absence management system, you can:

- Find available jobs – **Press 1**
- Review or cancel upcoming jobs – **Press 2**
- Review or cancel a specific job – **Press 3**
- Review or change your personal information – **Press 4**

When the Absence Management System Calls You

If an available job has not been filled by another substitute two days before the absence is scheduled to start, the system will automatically start calling substitutes, trying to fill the job.

Keep in mind, when the system calls you, it will be calling about one job at a time, even if you're eligible for other jobs. You can always call in (see "When You Call into Absence Management" section above) to hear a list of all available jobs.

Note: When the system calls, be sure to say a loud and clear "Hello" after answering the call. This will ensure that the system knows you picked up the call.

When you receive a call, you can:

- Listen to available jobs – **Press 1**
- Prevent absence management from calling again today – **Press 2**
- Prevent absence management from ever calling again – **Press 9**

If you are interested in the available job, **Press 1**. You will be asked to enter your PIN number (followed by the # sign). At this point, the absence management system will list the job details, and you will have the opportunity to accept or reject the job.



SALARY

- Substitute teachers are hired by GPS as “at will” employees. Substitute teacher employment agreements can be terminated by either party, at any time, with or without cause.
- **Full day = \$90.00 per day at this time**
- **One Hour Early Out days = \$90.00 per day at this time**
- **Early Release days and other partial work days = \$45.00 per partial day at this time**
- Gilbert Public Schools utilizes a biweekly pay period with Direct Deposit.
- Questions concerning days worked will be referred to the school administrative assistant of the assigned day in question.

Gilbert Public Schools Pay Schedule 2018-19

Pay Period	Start Date	End Date	Pay Date
1	7/1/2018	7/1/2018	7/10/2018
2	7/1/2018	7/14/2018	7/24/2018
3	7/15/2018	7/28/2018	8/7/2018
4	7/29/2018	8/11/2018	8/21/2018
5	8/12/2018	8/25/2018	9/5/2018
6	8/26/2018	9/8/2018	9/18/2018
7	9/9/2018	9/22/2018	10/2/2018
8	9/23/2018	10/6/2018	10/16/2018
9	10/7/2018	10/20/2018	10/30/2018
10	10/21/2018	11/3/2018	11/14/2018
11	11/4/2018	11/17/2018	11/29/2018
12	11/18/2018	12/1/2018	12/11/2018
13	12/2/2018	12/15/2018	12/27/2018
14	12/16/2018	12/29/2018	1/10/2019
15	12/30/2018	1/12/2019	1/23/2019
16	1/13/2019	1/26/2019	2/5/2019
17	1/27/2019	2/9/2019	2/20/2019
18	2/10/2019	2/23/2019	3/5/2019
19	2/24/2019	3/9/2019	3/19/2019
20	3/10/2019	3/23/2019	4/2/2019
21	3/24/2019	4/6/2019	4/16/2019
22	4/7/2019	4/20/2019	4/30/2019
23	4/21/2019	5/4/2019	5/14/2019
24	5/5/2019	5/18/2019	5/29/2019
25	5/19/2019	6/1/2019	6/11/2019
26	6/2/2019	6/15/2019	6/25/2019
27	6/16/2019	6/29/2019	7/9/2019
28	6/30/2019	6/30/2019	7/23/2019
29	7/1/2019	7/1/2019	7/1/2019

PP 29 will be used for support staff annualized pay option

Gilbert Public Schools 2018-19 Calendar

JULY 2018

S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

AUGUST 2018

S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

22

SEPTEMBER 2018

S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

19

OCTOBER 2018

S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

17

NOVEMBER 2018

S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

18

DECEMBER 2018

S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

15

JULY 2018

4	Fourth of July (Holiday)
31	Convocation / PD

AUGUST 2018

1	PD / Teacher Prep
2	First Day of School
8,15,22,29	Early Release (1 hour)

SEPTEMBER 2018

3	Labor Day (Holiday)
27, 28	Parent Teacher Conferences (K-6) / Early Release K-6
5,12,19,26	Early Release (1 hour)

OCTOBER 2018

5	Grading Day, Early Release K-12
8 - 15	Fall Break (No School)
15	Staff PD Day
16	School Resumes
17,24, 31	Early Release (1 hour)

NOVEMBER 2018

12	Veteran's Day (Holiday)
21,22,23	Thanksgiving (Holiday)
7,14,28	Early Release (1 hour)

DECEMBER 2018

21	End of Semester & Early Release K-12
24-31	Winter Break (No School)
5,12	Early Release (1 hour)

JANUARY 2019

1-4	Winter Break (No School)
7	School Resumes
21	Martin Luther King Day (Holiday)
9,16,23,30	Early Release (1 hour)

FEBRUARY 2019

18	President's Day (Holiday)
6,13,20,27	Early Release (1 hour)

MARCH 2019

8	Grading Day, Early Release K-12
11-18	Spring Break
19	School Resumes
20,27	Early Release (1 hour)

APRIL 2019

19, 22	Spring Holiday (No School)
3,10,17,24	Early Release (1 hour)

MAY 2019

23	Last Day for Students & Early Release K-12
24	Last Day for Teachers
27	Memorial Day (Holiday)
1,8,15	Early Release (1 hour)

1st Semester	91 Days
2nd Semester	89 Days
Total	180 Days

JANUARY 2019

S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		18

FEBRUARY 2019

S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28		

19

MARCH 2019

S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

15

APRIL 2019

S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

20

MAY 2019

S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

17

JUNE 2019

S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						



Book	Policies
Section	G
Title	Staff Dress Code (Regulation)
Number	GBEBA-R
Status	Active
Adopted	January 25, 2011
Last Revised	April 15, 2013

All Gilbert Public Schools employees shall dress in a professional manner that reflects positively on their position in the community. All employees shall have an appearance that is appropriate in light of the environment in which they work and the duties of their jobs.

This regulation represents a minimum standard. Administrators may adopt a more stringent code.

All Employees' Appearance Should Reflect The Following:

Category 1 Employees: Office Personnel, Teachers, Administrators, Psychologists, Nurses and Health Assistants, Social Workers, Instructional Assistants and Para-Professionals.

- No shorts (capri pants are acceptable)
- No hats inside the building
- No t-shirts (logo/advertising)
- No sweatsuits

Category 2 Employees: Warehouse Personnel, Technical Services Installers, Bus Drivers, Mechanics, Building Managers, Maintenance, Grounds, Athletic Grounds, Community Education-VIK.

- No open-toed shoes
- Shorts must be knee length if allowed

Category 3 Employees: Food Service, School Security and Crossing Guards

- Assigned uniforms and/or designated attire

General Guidelines for All Employees:

- Shirts and tops must not expose bare midriiffs and must have enough coverage to allow a full range of movement without skin or undergarments showing.
- Straps of shirts, tops, and dresses must be at least two inches wide on the shoulder.
- Shirts and tops must not be deeply/narrowly cut in the front, back, or under the arms.
- Dresses and skirts should be no more than three inches above the top of the knee.

The Following Are Not Allowed For Any Employee:

- Jewelry, clothing, and/or visible skin markings (such as tattoos) with inappropriate messages regarding drugs, alcohol, weapons, tobacco, race, sexual connotations or other negative affiliations.
- Face and tongue piercing and gauges that detracts from a professional image.

- Clothing that is torn, frayed or dirty.
- Clothing that is see-through.
- Flip-Flops (shower or beach variety).

Adopted: January 25, 2011

LIST OF GILBERT PUBLIC SCHOOLS

You are expected to report to the designated school at least 30 minutes prior to the class start time. On a normally scheduled school day, your work day will begin at least 30 minutes before class starts and end at least 30 minutes after students are released.

*The school start times listed below are the actual start and end times.

ELEMENTARY SCHOOLS

SCHOOL NAME	ADDRESS	PHONE #	PRINCIPAL	SUB CONTACT	*REG TIME	*EARLY RELEASE
ASHLAND RANCH	1945 S ASHLAND RANCH RD	917-9900	SUZANNE CARLSON	TATIA POWER X263	8:53-3:40	8:53-12:40
AUGUSTA RANCH	9430 E NEVILLE AVE MESA	635-2011	TERRIE BARNES	KATHY WENTZEL X302	8:53-3:40	8:53-12:40
BOULDER CREEK	8045 E PORTOBELLO AVE MESA	507-1404	DR. KAREN COLEMAN	LORIE WIEMERS X302	8:23-3:15	8:23-12:15
BURK	545 N BURK ST	926-3816	BRAD PAES	TAWNA MOWER X201	7:58-2:45	7:58-11:45
CANYON RIM	3044 S CYN RIM MESA	984-3216	LANA MOORE	MONICA GARZA X302	8:28-3:15	8:28-12:15
CAROL RAE RANCH	3777 E HOUSTON AVE	507-1359	THEA HANSEN	DEBBIE LOPEZ X302	7:58-2:45	7:58-11:45
FINLEY FARMS	375 S COLUMBUS DR	507-1624	KEEGAN BASSETT	JADE OCHOA X302	8:38-3:25	8:38-12:25
GILBERT	175 W ELLIOT RD	892-8624	JUSTIN SREMBIA	BARBARA O'FALLON X302	8:13-3:00	8:13-12:00
GREENFIELD	2550 E ELLIOT RD	892-2801	MARY LONGNION	ANGIE DALTON X403	8:38-3:25	8:38-12:25
HARRIS	1820 S HARRIS DR MESA	545-7060	BILL ROTH	DAYNA COLE X202	8:35-3:30	8:35-12:30
HIGHLAND PARK	320 N COLE DR	832-3034	GEANE FLOURNOY	STACY SMITH X302	7:58-2:45	7:58-11:45

HOUSTON	500 E HOUSTON AVE	497-9790	SAM VALLES	SHELLY BUEHNER X400	8:13-3:00	8:13-12:00
ISLANDS	245 S MCQUEEN RD	497-0742	CHRIS BIRGEN	DEANNA VITAL X302	8:40-3:30	8:40-12:30
MERIDIAN	3900 S MOUNTAIN RD, MESA	497-4032	JIM LEEPER	KELLI WISNIEWSKI X302	8:13-3:00	8:13-12:00
MESQUITE	1000 E MESQUITE ST	813-1240	DAWN KOBERSTEIN	DEBORAH SWEET X203	8:53-3:40	8:53-12:40
NEELY TRAD. ACADEMY	321 W JUNIPER AV	892-2805	JENNIFER GREENE	ALLISON SWAIN-NUTTER X301	8:38-3:25	8:38-12:25
OAK TREE	505 W HOUSTON	632-4785	DALE LUNT	SHAUNA BOMAR X302	8:38-3:25	8:38-12:25
PATTERSON	1211 E GUADALUPE RD	892-2803	LUCAS BLACKBURN	NANCY BOOTHE X302	8:38-3:25	8:38-12:25
PIONEER	1535 N GREENFIELD RD	892-2022	MIKE DAVIS	LORRAINE WALERSTEIN X301	8:38-3:25	8:38-12:25
PLAYA DEL REY	550 N HORNE DR	892-7810	DARRIN PRASKA	JUDY RICKERT X403	8:53-3:40	8:53-12:40
QUARTZ HILL	3680 S QUARTZ	855-5732	JOAN HENRY	LISA KAMSIUK X302	8:53-3:40	8:53-12:40
SETTLER'S POINT	423 E SETTLER'S POINT DR	507-1481	ROBERT BIRCHER	MARIA RAMIREZ X302	8:28-3:15	8:28-12:15
SONOMA RANCH	601 N KEY BISCAYNE DR	497-9343	COLIN KELLY	LORI SCHUERMANN X302	8:43-3:30	8:43-12:30
SPECTRUM	2846 S SPECTRUM WAY	917-0117	SHARON BOOMER	PATSY ROCKRICH X243	8:13-3:00	8:13-12:00
SUPERSTITION SPRINGS	7125 E MONTEREY AVE, MESA	641-6413	TIM MOSES	NANCY BARNES X401	8:13-3:00	8:13-12:00
TOWNE MEADOWS	1101 N RECKER RD	854-1545	CHARLES PETTIT	ANNA VIDAURRI X302	8:35-3:25	8:35-12:25
VAL VISTA LAKES	1030 N BLUE GROTTA DR	926-6301	PATRICK MILLER	BERTHA OGDEN X321	8:13-3:00	8:13-12:00

JUNIOR HIGH SCHOOLS

SCHOOL	ADDRESS	PHONE #	PRINCIPAL	SUB CONTACT	*REG TIME	*EARLY RELEASE
DESERT RIDGE JHS	10211 E MADERO AVE MESA	635-2025	JEAN WOODS	MARILYN DANIELS X403	7:48-2:50	7:48-11:50
GREENFIELD JHS	101 S GREENFIELD RD	813-1770	BRIAN YEE	KAY GIFT X401	8:08-3:10	8:08-12:10
HIGHLAND JHS	6915 E GUADALUPE RD	632-4739	LISA CREASER	PATSY STANISZESKI X2002	7:58-3:00	7:58-12:00
MESQUITE JHS	130 W MESQUITE ST	926-1433	DANIEL JOHNSON	JESSICA BROWN X2508	7:58-3:00	7:58-12:00
SOUTH VALLEY JHS	2034 S LINDSAY RD	855-0015	TIM CANNON	CINDY BONINCONTRI X552	8:08-3:10	8:08-12:10

HIGH SCHOOLS

SCHOOL	ADDRESS	PHONE #	PRINCIPAL	SUB CONTACT	*REG TIME	*EARLY RELEASE
CAMPO VERDE HS	3870 S QUARTZ ST	545-3100	KRISTA COX	DEBRA MOELLER X2001	7:30-2:30	7:30-11:30
DESERT RIDGE HS	10045 E MADERO AVE MESA	984-8947	MICHAEL DEIGNAN	KELLI SPARROW X105	7:30-2:30	7:30-11:30
GILBERT HS	1101 E ELLIOT RD	497-0177	CHRISTOPHER STROUD	MEGAN TOWE X175	7:30-2:30	7:30-11:30
HIGHLAND HS	4301 E GUADALUPE RD	813-0051	MELINDA MURPHY	KAREN RUSSELL X4042	7:30-2:30	7:30-11:30
MESQUITE HS	500 S MCQUEEN RD	632-4750	KEN FETTER	TONI KRAMPF X1150	7:30-2:30	7:30-11:30
CANYON VALLEY SCHOOL	7007 E GUADALUPE RD	507-0519	CHAD FITZGERALD	CATHY ORTIZ X100	VARIES	VARIES
GILBERT CLASSICAL ACADEMY	1016 N BURK ST	497-4034	DAN HOOD	CANDY DRATNOL X2613	7:30-2:30	7:30-11:25