

TEACHERS

Pay rate = \$100 / day retiree
\$95.00 +TRS / day non-retiree

Oregon High School

Please see a copy of the OHS schedule for classes/offerings.

David L. Rahn (DLR) Jr. High

Algebra:

Honors Pre-Algebra 7
Pre-Algebra 7
Honors Pre-Algebra 8
Pre-Algebra 8

English/Language Arts:

REI English/Language Arts 7
English/Language Arts 7
English/Language Arts 8
REI English/Language Arts 8
Honors English/Language Arts 8

Social Studies:

Social Studies 7
Social Studies 8

Science

Science 7
Science 8

Special Education

English SE1
English SE 2
REI English 7th
REI English 8th
Reading SE 1

Math SE 1
Math SE 2
Pre-Algebra 1
Pre-Algebra 2
Reading SE 2

Band 7/8

PE

Choir 7/8

Health

Art

Oregon Elementary

Prekindergarten

Self-contained K-4

5th / 6th grades departmentalized (by subject)

- Math, social studies, reading, and science

Specials (Art, Music, & PE)

Some days may be a rotation across classes within a building so that teachers can attend meetings.

Long-term sub positions arise from time to time due to various circumstances

- Long-term sub daily rate: After 20 consecutive days of employment, the daily rate will be based on BS Step 1 of the certified salary schedule (ex. \$35,721 / 180 days = \$198.45 / day).

Visit www.aesoponline.com to secure substitute jobs; you can do this after initial sign up with District Office.

TEACHER SUB

Required Paperwork

SUBSTITUE REGISTERED W/ROE	SUBSTITUTE WORKING ONLY IN OREGON SCHOOL DISTRICT
Submit IL State Teaching License at ROE	Provide IEIN# to district office to verify Licensure
Submit official Transcripts at ROE	Submit official transcripts to district office
Required Physical thorough ROE	Complete background check (paid by district)
Required Background Check through ROE	complete physical exam (paid by district)
DCFS Mandated Reporter through ROE	DCFS Mandated Reporter
I-9 Emp Verification through ROE	I-9 Verification
Federal W-4 through Oregon District Office	Federal W-4 for payroll
Stated W-4 through Oregon District Office	State W-4 for payroll
TRS document through Oregon District Office	TRS dcoumentation
	Drug and Alcohol Free Workplace
	Internet Use Agreement
Employees registered to substitute teach in Oregon only cannot sub in another district unless they complete the process above for the other district(s)	

For more information on registering through the Regional Office, please contact Mary Escamilla at 815-625-1495 or mescamilla@roe47.org

If you are registered through ROE, please contact Angela Burgett for more info at 815-732-5300 ext. 4003 or at aburgett@ocusd.net

PARAPROFESSIONALS

Pay rate = \$8.50 / hr.

May work in any of the three buildings

The most paraprofessionals are located at the Elementary

Supervision duties such as monitoring a bus line, monitoring a hallway, or escorting students before and/or after school often accompany these positions.

- **General classroom aide**
 - This generally involves working with small groups of students within a given classroom.
- **Special education aide**
 - Individuals in this role work with students in small groups or with students individually on a variety of skills.
- **Interventions aide**
 - This position requires working with small groups of students and providing targeted practice opportunities in academic areas, primarily reading and math.
- **Library aide**
 - This role involves the checkout of books to classes that are visiting the library as well as checking in returned materials. Some supervision of classes may be required.
- **Nurse aide**
 - The individuals in this position assist the nurse in meeting the medical needs of students.
- **Recess aide**
 - Individuals in this position supervise students during morning, lunch and afternoon recesses. There may also be projects to contribute to within the school during times that no recesses are scheduled.

General classroom aide, special education aide, and interventions aide positions must have a Paraprofessional license.

Required paperwork includes completion of the following: State & Federal W-4, I-9 verification, background check (paid by district), complete physical exam (paid by district), internet usage agreement, drug & alcohol free workplace agreement, DCFS mandated reporter.

Visit www.aesoponline.com to secure substitute jobs; you can do this after initial sign up with District Office.

**For further information, please contact Angela Burgett: aburgett@ocusd.net
815-732-5300 ext. 4003**

CUSTODIANS

Pay rate = \$9.00 / hr.

May work in any of the three buildings

Day and night positions; calls can be short notice

General duties include:

- Sweeping classrooms & hallways
- Emptying trash receptacles
- Cleaning restrooms
- Set up for events including moving tables and chairs
- Light shoveling of snow in winter months, as needed

For further information, please contact:

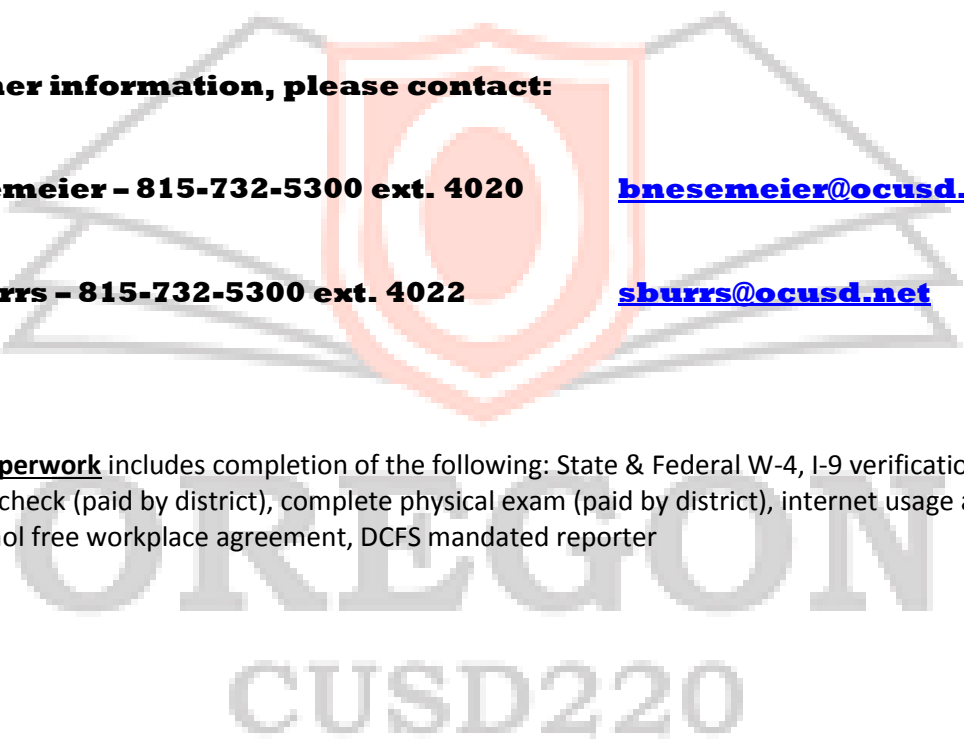
Bill Nesemeier - 815-732-5300 ext. 4020

bneseimeier@ocusd.net

Steve Burrs - 815-732-5300 ext. 4022

sburrs@ocusd.net

Required paperwork includes completion of the following: State & Federal W-4, I-9 verification, background check (paid by district), complete physical exam (paid by district), internet usage agreement, drug & alcohol free workplace agreement, DCFS mandated reporter



BUS DRIVERS

Pay rate = \$12.55 / hr.

Multiple routes available

Potential long/short term sub needs

Must have CDL with school bus endorsement. More information on obtaining this is available.

Must have current D.O.T. physical

Required paperwork includes completion of the following: State & Federal W-4, I-9 verification, background check (paid by district), complete physical exam (paid by district), internet usage agreement, drug & alcohol free workplace agreement, DCFS mandated reporter

For further information, please contact:

Robin Cerveny - 815-732-5300 ext. 4030

rcerveny@ocusd.net

BUS AIDES

Pay rate = \$8.87 / hr.

General duties include:

- Supervising students while on the bus ride to and/or from school
- Helping administer any programs on the bus such as morning reading
- Help with any student mobility issues as needed

For further information, please contact:

Robin Cerveny - 815-732-5300 ext. 4030

rcerveny@ocusd.net

Required paperwork includes completion of the following: State & Federal W-4, I-9 verification, background check (paid by district), complete physical exam (paid by district), internet usage agreement, drug & alcohol free workplace agreement, DCFS mandated reporter

KITCHEN STAFF

Pay rate = \$8.50 / hr.

May work in either of the three buildings

General duties include:

- Prepare food in the morning for lunch
- Assist in serving lunch to students
- Assist in necessary clean up after lunch period

For further information, please contact:

Marty Boyd - 815-732-5300 ext. 2118

mboyd@ocusd.net

Required paperwork includes completion of the following: State & Federal W-4, I-9 verification, background check (paid by district), complete physical exam (paid by district), internet usage agreement, drug & alcohol free workplace agreement, DCFS mandated reporter

The logo features a stylized shield with a red border and a white center containing a red 'O'. The shield is set against a grey background that resembles a book or a banner.

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NURSE

Pay Rate = \$13.75 / hr.

RN or LNP certification required

General duties include:

- Give medications to students at designated times and when needed
- Administer first aid to students / and handle emergencies
- Enter student health data into the Student Management Database (power school)
- Answer telephone and serve the needs of parents, students and staff

For further information, please contact:

Sharon Hoover - 815-732-5300 ext. 2222

shoover@ocusd.net

Required paperwork includes completion of the following: State & Federal W-4, I-9 verification, background check (paid by district), complete physical exam (paid by district), internet usage agreement, drug & alcohol free workplace agreement, DCFS mandated reporter



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CROSSING GUARDS

Pay rate = \$10.62 / hr.

Multiple locations possible

- 10th St. and Jefferson St.
- Rt. 64 and 10th St.
- Rt. 2 and Jefferson (By Shell station)
- 2 spots on Hawk drive (in front of OES)

General duties include:

- Seeing that students cross the street safely by holding up stop sign while traffic is stopped / not present
- NOTE: None of the positions involve *DIRECTING* traffic

Required paperwork includes completion of the following: State & Federal W-4, I-9 verification, background check (paid by district), complete physical exam (paid by district), internet usage agreement, drug & alcohol free workplace agreement, DCFS mandated reporter

For further information, please contact:

Ben Hickerson - 815-732-5300 ext. 2228

bhickerson@ocusd.net

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