

Lopatcong Township School District

Dr. Debra Mercorai, Superintendent

Lopatcong Township Elementary School

Eric S. Renfors, Interim Principal
263 Route 57
Phillipsburg, New Jersey 08865
Phone: 908-859-0800
Fax: 908-213-1339



Lopatcong Township Middle School

Richard A. Bonney, Principal
321 Stonehenge Drive
Phillipsburg, New Jersey 08865
Phone: 908-213-2995
Fax: 908-213-0373

RE: Substitute Teacher, Paraprofessional, Nurse

Once you have received your Substitute Certification or you have a Teaching Certificate:

1. Please email a copy of it to: wintersd@lopatcongschool.org with your intentions (substitute teacher, aide, nurse – note all that apply).
2. You will be added to the next Board of Education Agenda for approval.
3. Once approved, you will receive a letter indicating you have been approved and the necessary paperwork for employment as a substitute.
4. Complete and return the paperwork via email or in person at the Middle School.
5. You will be scheduled for HIB Training prior to substituting. This is a state-mandated class and must be attended. The training is valid for 5 years.

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If you have a Standard Teaching Certificate, please click below:

If you do not have a Standard Teaching Certificate, you must have a Substitute Certificate, click here for instructions on how to obtain one.

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