

# MVLA parents and families!



*We want*  
**YOU!**

*Become a substitute employee and help us bring back students for in-person learning support!*

**The Mountain View Los Altos High School District (MVLA) would like to encourage adults in our community to apply to become substitute employees and help bring back small groups of students to be part of small “learning hubs”.**

- Work in a supervisory capacity with groups of 14 students in a classroom to monitor students to ensure they are safe and engaged in online classes/Distance Learning
- No direct teaching is required
- Schedules may vary by campus regarding number of days per week and hours per day
- Extensive safety measures in place to ensure student and staff safety
- Compensation rate is \$225 per six-hour day, pro-rated

Here is what's required:

**Applicants with a valid CA teaching credential or 30-day substitute permit:**

- ✓ Copy of teaching credential or permit
- ✓ Unofficial bachelor's degree transcripts
- ✓ Copy of passed CBEST exam
- ✓ Copy of a California Single Subject credential or Emergency 30-day Substitute Teaching Permit
- ✓ Current TB clearance (within past four years)
- ✓ Valid driver's license
- ✓ Copy of signed social security card
- ✓ Live Scan fingerprints (arranged by HR)

**Applicants without a valid CA teaching credential or 30-day substitute permit:**

- ✓ Must apply for [30-day substitute permit](#) – process guided by the District
- ✓ [Certificate of Clearance](#)
- ✓ Unofficial bachelor's degree transcripts
- ✓ Copy of passed CBEST exam
- ✓ Copy of a California Single Subject credential or Emergency 30-day Substitute Teaching Permit
- ✓ Current TB clearance (within past four years)
- ✓ Valid driver's license
- ✓ Copy of signed social security card
- ✓ Live Scan fingerprints (arranged by HR)