



Avoyelles Parish School Board

221 Tunica Drive West
Marksville, LA 71351

21 July 2023

Mrs. Karen L. Tutor
Superintendent

Mrs. Thelma J. Prater
Assistant Superintendent

BOARD MEMBERS:

TO: Substitutes for Avoyelles Parish Public Schools

Robin Moreau
President
District 4

I would like to take this time to thank you for your service and dedication for substituting during the past schools year(s). In order for you to be considered for the coming school year (2023-2024), you must renew your substitute application. Applications can now be picked up from 8:00 a.m. to 4:00 p.m.

Rickey Adams
Vice-President
District 7

Please be advised that you are not eligible for unemployment. Also, in compliance with the Louisiana Child Protection Act, you must be fingerprinted every two years and drug tested each year. Fingerprinting is done at the Avoyelles Parish School Board at a cost of \$20 (cash or check). Drug Testing is done at N-Compliance Testing Center, located at 7360 Highway 1, Mansura, LA 71350.

Latisha S. Small
District 1

Should any unforeseen circumstances develop which would affect your employment as a substitute, you will be notified immediately. Should you have any questions, feel free to contact me at (318) 253-5982.

Lynn Deloach
District 2

*Note: Please allow at least one week for processing of applications. We wait on drug screening, background check, reference check and approval from the assistant superintendent. Please bring your driver's license, social security card, high school/college diploma.

Keith Lacombe
District 3

Jay Callegari
District 5

Sincerely,

Thelma J. Prater
Assistant Superintendent

Chris Robinson
District 6

Jill Guidry
District 8

TJP/lis

Aimee B. Dupuy
District 9

For office use

Fingerprinting – every two years, drug testing and application renewal – every year.

PHONE:

Bunkie: (318) 346-2994
Cottonport: (318) 876-3391
Marksville: (318) 253-5982
FAX: (318) 597-5101
FAX: (318) 253-5178

Yes, need to do fingerprinting this year.

No, do not need fingerprinting this year.