

Idaho Falls School District 91
Substitute Teacher Information

Emerson High School
335 5th Street
Idaho Falls, Idaho 83401
(208) 524-7800
Fax: (208) 525-7795

Principal: Robin Busch
Secretary: Stephanie Eddins

Driving Directions: From Holmes, turn west on 4th Street, travel 1-1/2 blocks, turn left into the parking lot.

Parking: Park in the parking lot off 4th Street, or there is parking on 5th Street (school side of the street ONLY).

Check In Procedures: Use front door on 5th street to enter building. Clock in at the office and the secretary will direct you to the classroom and answer any questions.

Check Out Procedures: Clock out at the front office and check with the office staff before leaving.

Dress Code: Dress to distinguish yourself as a professional. Remember to wear your substitute ID badge.

Lesson Plans: Each teacher will have lesson plans on his/her desk.

School Hours: 9:00 a.m. to 3:25 p.m. (Monday – Friday)
Late Start Monday: 10 a.m.
Early Dismissal: 12:30 p.m. (Friday)
Night School Hours: 4:00 p.m. – 7:00 p.m. (Monday – Thursday)