

Kendrick Joint School District No. 283

P.O. Box 283
Kendrick, Idaho 83537-9701

KENDRICK JOINT SCHOOL DISTRICT #283 CERTIFIED PERSONNEL APPLICATION

APPLICATIONS FROM ALL QUALIFIED INDIVIDUALS WILL BE CONSIDERED ONLY IF ALL QUESTIONS ARE ANSWERED AND ALL SECTIONS COMPLETED. A placement file, personal resume, copies of all transcripts, a copy of current certificate and a signed authorization for release of information from prior employed school district are required to complete this application. Selected applicants will be called for personal interviews which are required before hiring.

CRIMINAL BACKGROUND AND SEX OFFENDER REGISTRY CHECKS ARE REQUIRED FOR EMPLOYMENT

(First Name) (Middle Initial) (Last Name)

Social Security Number ____ - ____ - ____ Telephone Number: _____

Present Address: _____
(Number, Street, AND P.O. Box, City, State, Zip)

Emergency Notification: _____

POSITION(S) DESIRED IN ORDER OF PREFERENCE:

I have teaching experience in the following grade/subject levels: (if none, list student teaching)

CERTIFICATION:

Do you have a valid Teaching Certificate? Yes _____ No _____
(Name of State)

Name of Certificate: _____ Expiration Date: _____

Endorsements: _____
(BE SPECIFIC i.e. Kindergarten, 1-8, Life Science, Drama, etc.)

ORIGINAL CERTIFICATION DATE: _____

Please submit a photocopy of your current certificate (regardless of issuing state), PRAXIS exam scores, and/or NBPTS certificate with this application.

THE KENDRICK JOINT SCHOOL DISTRICT IS AN EQUAL OPPORTUNITY EMPLOYER.

The Kendrick Joint School District No. 283 provides a hiring preference for qualified veterans and their spouses for all positions except "key employees." Further information about this preference may be obtained from the Clerk of the Board.

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Have you worked for the Kendrick Joint School District before? _____. If yes, give date(s) and your name as it appeared on our payroll records: _____

Have you ever been convicted of a crime other than a minor traffic violation? _____

Have you ever been convicted, been given a suspended sentence, been investigated or been given a withheld judgment regarding a crime involving moral turpitude: _____.

If yes to either question, please explain: _____

(A yes answer will not necessarily bar you from employment)

=====

EDUCATION:	Name and Location	Dates From		Hours (Sem or Qtrs.?)	Degree Earned and Date	G.P.A.
		To				
High School						
College and/or University						

Other: _____

Please list any activities you are able to direct, coach or assist. (i.e. basketball, yearbook, etc.)

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TEACHING AND JOB RELATED EXPERIENCE: List most recent experience first. (Include military if assignment was teaching or instruction.) Supply all requested information, even though you have submitted a resume.

	LIST ALL FORMER EMPLOYERS Beginning with the most recent	Position Held	Reason for Leaving	Time Employed	
				Mo. /Yr. From	Mo./Yr. To
1	Employer's Name			SALARY	
	City			Starting	Leaving
	Phone Number			\$	\$
	Supervisor's Name & Title				

2	Employer's Name			From	To
	City			SALARY	
	Phone Number			Starting	Leaving
	Supervisor's Name & Title			\$	\$

3	Employer's Name			From	To
	City			SALARY	
	Phone Number			Starting	Leaving
	Supervisor's Name & Title			\$	\$

4	Employer's Name			From	To
	City			SALARY	
	Phone Number			Starting	Leaving
	Supervisor's Name & Title			\$	\$

5	Employer's Name			From	To
	City			SALARY	
	Phone Number			Starting	Leaving
	Supervisor's Name & Title			\$	\$

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REFERENCES: Give at least three (3) current references capable of assessing your ability to perform work for which you are applying.

1. _____
(Name) (Official Position)

(Address: Street, City, State, Zip Code) (Telephone)

2. _____
(Name) (Official Position)

(Address: Street, City, State, Zip Code) (Telephone)

3. _____
(Name) (Official Position)

(Address: Street, City, State, Zip Code) (Telephone)

Any other name under which recommendations may be listed? _____

WRITE ONE PARAGRAPH each for **three (3)** of the following six (6) questions in accordance with your personal philosophy of education. (Use additional sheets of paper and attach to application).

1. What would a visitor to your classroom observe to indicate that the instructional program is meeting the needs of individual students?
2. Given the choice, how and what would you report to parents about pupil progress?
3. How do children learn?
4. How would you manage your classroom and/or describe your general discipline procedures?
5. How would you arrange children for the learning process? What grouping procedures would you employ?
6. How do you know when children are learning?

APPLICANT'S CERTIFICATE AND RELEASE

Read Carefully Before Signing

THIS APPLICATION IS NOT A CONTRACT OF PERMANENT EMPLOYMENT AND CANNOT CREATE ANY SUCH CONTRACT. I UNDERSTAND THAT IF EMPLOYED BY THE SCHOOL DISTRICT, I AGREE TO ABIDE BY ITS POLICIES, RULES, AND REGULATIONS INCLUDING, BUT NOT LIMITED TO, THOSE CONTAINED IN THE KJSD POLICY MANUAL. All information provided by me in support of my application for employment is true and correct to the best of my knowledge. I understand that misrepresentations or omissions may be cause for subsequent dismissal if I am hired. I hereby authorize any former employer, person, firm, corporation, or government agency to answer any and all questions and to release or provide any information within their knowledge or records and I agree to hold any or all of them blameless and free of liability for releasing any truthful information that is within their knowledge or records. Indicate by number any of the above employers whom you do not wish us to contact (school districts excluded): _____. This District is also hereby authorized to release to any other firm or person with whom I may seek employment, any and all information concerning my employment or application.

Date:

Signature of Applicant

SUBMIT APPLICATION MATERIAL TO AMY KOOPMAN AT:

Email: akoopman@sd283.org

Fax: 208-289-4201

Mailing Address: PO Box 283, Kendrick, ID 83537

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Addendum to the Application

1. Please list any aliases or names, including previous or maiden names, used:

2. Have you ever had a professional license or certificate (such as a teacher certificate) denied by any licensing authority, whether federal, state, or tribal?

Check one ☐ Yes ☐ No

3. Have you ever had disciplinary action taken against, or in lieu of disciplinary proceedings have you ever voluntarily relinquished a professional license or certificate (such as a teacher certificate) that you hold or have held by a federal, state, local, or tribal licensing authority? Disciplinary action includes revocation, suspension, probation, letters of reprimand, or conditions.

Check one ☐ Yes ☐ No

4. Is there an action or investigations (that you know of) pending against a professional license or certificate held by you by any professional licensing authority, whether federal, state, local, or tribal?

Check one ☐ Yes ☐ No

Required documentation if you answer "yes" to question 2, 3 or 4.

All applications answering yes - Include written explanation of each licensing issue. If you have provided a written explanation with a previous application, you do not need to re-submit a written statement, even though you must answer yes to the question.

5. **Have you ever been arrested for, investigated, taken into custody for, cited for, tried for, pleaded guilty to, or were convicted of a felony or misdemeanor, or to have found to have committed a probation or parole violation? Exclude minor traffic violations such as infractions, parking tickets, and speeding tickets.**

In responding to this question, include any pending investigation (that you know of) or charge. Include all cases from federal, state, tribal and military tribunals. You must also include all cases that were dismissed, settled, expunged, closed by a withheld judgment or through retained jurisdiction, etc., or handled through juvenile proceedings. Even if you pleaded nolo contendere (no contest) or entered an *Alford* plea, must disclose this .

Check one ☐ Yes ☐ No

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Applicants with a misdemeanor conviction - If you were convicted of a misdemeanor and the conviction occurred less than five years ago from the date of this application; you must include a copy of the judgment of conviction. If you have provided the judgment with a previous application, you do *not* need to re-submit the judgment, even though you must answer yes to the question.

Applicants with a felony conviction - If you were convicted of a felony, at any time, you must include a copy of the judgment of conviction. If you have provided the judgment with a previous application, you do not need to re-submit the judgment, even though you must answer yes to the question.

IMPORTANT: FAILURE TO ANSWER THE ABOVE QUESTIONS TRUTHFULLY AND COMPLETELY MAY RESULT IN TERMINATION

Date: _____

Full Name (Printed):

Full Name (Signature):
