

Certified Application

Hagerman Joint School District #233
324 North 2nd Avenue
Hagerman, ID 83332
(208) 837-4777 phone
(208) 837-4737 fax

- Filing an application includes: completed application form, placement file, and letters of reference. All required documents become the property of Hagerman School District No. 233 upon receipt.
- Applicants may not be discriminated against because of sex, race, color, ancestry, age, exceptionality, national or ethnic origin, religion, conditions of birth, disability, or family or political relationships.
- Applicants must include a narrative that identifies the knowledge, strategies, and/or abilities they bring to the position.
- A personal interview may be required before an applicant can be recommended for employment.
- Assignment within the district is made by the Board of Trustees or its designee.
- Approved teaching certificates are required to validate the contract. Upon the acceptance of a contract, the applicant must provide a complete official transcript of credits and one official copy of teaching certification.
- This is not a contract for employment. All recommendations fore hire are tentative offers. Employment is contingent upon board approval and successful completion of federal background check and drug-free workplace, pre-employment screenings.

Position applying for _____

Contact Information

Date (month, day, year) _____

Last Name _____ First Name _____ Middle _____

Social Security Number _____ P.O. Box _____

Street Address _____

City _____ State _____ Zip _____

Telephone Number _____ Cell Number _____

Email Address _____

Please list the name, phone number, and address of a person who would know how to contact you.

Name _____ Telephone No. (with area code) _____

Street Address _____ Cell Phone (with area code) _____

City _____ State _____ Zip _____

Background Information

If the answer is YES to any of the questions below, the following applies:

- A personal written explanation must accompany this application;
- If your misdemeanor conviction is less than five (5) years old, relevant court documents must accompany this application;
- All felony convictions require relevant documents from the arresting law enforcement agency and the court that oversaw the final disposition;
- The existence of a criminal record does not constitute an automatic bar to employment.

1. Have you ever had a teaching certificate revoked, suspended, or denied; or have you ever voluntarily relinquished a teaching certificate to avoid revocation proceedings in Idaho or any other state?	<input type="checkbox"/> YES <input type="checkbox"/> NO
2. Is there any action pending against your certificate or your certificate application in Idaho or any other state?	<input type="checkbox"/> YES <input type="checkbox"/> NO
3. Have you ever been arrested or charged with a felony or misdemeanor?	<input type="checkbox"/> YES <input type="checkbox"/> NO
4. Have you ever been convicted of any felony or misdemeanor in any state, federal, or military court? (See NOTE below. Do not include convictions for minor traffic violations.)	<input type="checkbox"/> YES <input type="checkbox"/> NO
5. Are you currently under investigation or facing any pending criminal charges in Idaho or in any other state?	<input type="checkbox"/> YES <input type="checkbox"/> NO
6. Have you complete the background check required for the State of Idaho?	<input type="checkbox"/> YES <input type="checkbox"/> NO

NOTE: For the purposes of this application, conviction means:

- ALL instances in which a plea of guilty or nolo contendere is the basis of conviction;
- ALL proceedings in which a sentence has been suspended, deferred, or withheld; and
- ALL proceedings in which the prosecution was deferred.

I attest and affirm that I have read the <u>Code of Ethics for Idaho Professional Educators</u> . (A copy of the Code can be found at www.sde.state.id.us/certification)	<input type="checkbox"/> YES <input type="checkbox"/> NO
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Certificate Information

Do you hold a valid Idaho Certificate for the position for which you are applying?	<input type="checkbox"/> YES <input type="checkbox"/> NO
Do you hold a valid certificate from another state? If yes, please note state _____.	<input type="checkbox"/> YES <input type="checkbox"/> NO
Date of initial certification _____.	
Have you passed the Idaho State Technology Competency Test?	<input type="checkbox"/> YES <input type="checkbox"/> NO

Please list Idaho teaching, administrative, special education, or other certificates/endorsements held:

Certificate _____ Endorsement _____ Date _____

Certificate _____ Endorsement _____ Date _____

Certificate _____ Endorsement _____ Date _____

List certificates/endorsements in other states:

Certificate _____ Endorsement _____ Date _____

Certificate _____ Endorsement _____ Date _____

I will be submitting by fax or mail, copies of:

- Idaho teaching credential
- Idaho credential application/Date of application
- Subject-Area Endorsement(s)
- Placement file
- College/University Transcripts
- Idaho technology competency certificate
- State of Idaho background check information
- Out-of-state teaching certificate

Certification-All certified employees in the Hagerman Joint School District must file a valid Idaho Teaching Certificate covering his/her area of employment with the District Office. Failure to file a valid Idaho Teaching Certificate with the District will result in the withholding of pay and possible revocation of employment contract.

Credentials-Each applicant is expected to request his/her placement bureau to send a copy of placement files and transcripts to the Hagerman Joint School District when application is made. It is the candidate's responsibility to submit all documentation to support his/her candidacy for employment.

Employment Information

Designate the position(s) for which you are applying

1. _____
2. _____
3. _____

Date available for employment _____

Have you previously been employed by the Hagerman Joint School District No. 233? YES NO
(If "Yes", please list your name and position as it appeared on our payroll records)

Name _____ Position _____

Education Information

College or University _____ Location _____
Degree _____ Date Received _____
Major _____ Minor _____
Major GPA _____ Accumulated GPA _____

College or University _____ Location _____
Degree _____ Date Received _____
Major _____ Minor _____
Major GPA _____ Accumulated GPA _____

College or University _____ Location _____
Degree _____ Date Received _____
Major _____ Minor _____
Major GPA _____ Accumulated GPA _____

College or University _____ Location _____
Degree _____ Date Received _____
Major _____ Minor _____
Major GPA _____ Accumulated GPA _____

College or University _____ Location _____
Degree _____ Date Received _____
Major _____ Minor _____
Major GPA _____ Accumulated GPA _____

College or University _____ Location _____
Degree _____ Date Received _____
Major _____ Minor _____
Major GPA _____ Accumulated GPA _____

Graduate or upper division semester hour credits earned after initial certification and last degree
Credit Total

College or University _____ Location _____
Hours after BA/BS _____ Subject _____
Hours after MA _____ Subject _____

College or University _____ Location _____
Hours after BA/BS _____ Subject _____
Hours after MA _____ Subject _____

College or University _____ Location _____
Hours after BA/BS _____ Subject _____
Hours after MA _____ Subject _____

Teaching Experience

List most recent experience first. Please include student teaching/intern experience. If less than a full school year, indicate month/year of employment (e.g. 9/97 to 12/97). If full school year, list years only (e.g. 97-98).

School District _____	Dates _____
Supervisor _____	
Subject/Grades taught _____	Number of years _____
Reasons for leaving or wishing to leave	
May we contact? <input type="checkbox"/> YES <input type="checkbox"/> NO Phone Number/Address _____	

School District _____	Dates _____
Supervisor _____	
Subject/Grades taught _____	Number of years _____
Reasons for leaving or wishing to leave	
May we contact? <input type="checkbox"/> YES <input type="checkbox"/> NO Phone Number/Address _____	

School District _____	Dates _____
Supervisor _____	
Subject/Grades taught _____	Number of years _____
Reasons for leaving or wishing to leave	
May we contact? <input type="checkbox"/> YES <input type="checkbox"/> NO Phone Number/Address _____	

School District _____	Dates _____
Supervisor _____	
Subject/Grades taught _____	Number of years _____
Reasons for leaving or wishing to leave	
May we contact? <input type="checkbox"/> YES <input type="checkbox"/> NO Phone Number/Address _____	

School District _____	Dates _____
Supervisor _____	
Subject/Grades taught _____	Number of years _____
Reasons for leaving or wishing to leave	
May we contact? <input type="checkbox"/> YES <input type="checkbox"/> NO Phone Number/Address _____	

Do you have additional teaching experience? YES NO If yes, additional space is provided on page 8 of this application.

References

Give three (3) current references capable of assessing your ability to perform the work for which you are applying. Include the names of superintendents, principals, student teaching/intern supervisors (under whom you have taught and for whom you have worked) who have first-hand knowledge of your teaching ability, character, personality, and scholarship.

Name	Address City, State, Zip	Official Position	Telephone w/area code (home and work preferred)

Educational Philosophy

Answer two (2) of the following questions in accordance with your personal philosophy of education.

1. Given the choice, how and what would you report to parents about pupil progress?

2. How do children learn?

3. Describe your general discipline procedure and/or your classroom management techniques.

4. How do you know when children are learning?

On a separate piece of paper, write a narrative of 300 words or less identifying the knowledge, strategies, and abilities you bring to this position. You may use page 7 of this application for your narrative.

A large, empty rectangular box with a black border, intended for a narrative response.

Activity	I have participated in:			I am able to:	
	High School	College	College Intramural	Assist Only	Direct or Coach
Basketball					
Cheerleading					
Debate					
Drama					
Football					
Golf					
Instrumental Music					
School Club					
School Newspaper					
School Yearbook					
Track					
Vocal Music					
Volleyball					
Other:					

Honors Received

Activities/Interests relative to position desired

I hereby certify that the information contained in this application is a true and complete statement of my personal record to date. If employed, any misstatement or omission of fact on the application may result in my dismissal.

Signature (E-mail receipt will be used in lieu of signature for electronic submissions)

Date of Application

**AUTHORIZATION FOR RELEASE OF INFORMATION ON
PAST EMPLOYMENT WITH SCHOOL EMPLOYERS
IDAHO CODE §33-1210**

Idaho Law requires Applicants for any position at any Idaho Public School to allow the hiring School District Employer to obtain a copy of past public school employer personnel file materials and other documentation relating to the performance of the Applicant when such Applicant was employed by any other public school, whether in Idaho or any other state.

Before hiring an Applicant for any position, the District must request the Applicant to sign this form. Should the Applicant refuse or fail to sign this form, the District is not permitted to hire the Applicant for any position. This authorization does not limit any employer from seeking additional information or disclosures from any Applicant.

This form:

Authorizes current and past public school employer of the Applicant/undersigned on this form, including Applicants outside of the State of Idaho, to release to the hiring School District all information relating to the job performance and/or job related conduct of the Applicant and make available to the hiring School District copies of all documents in the previous employer's personnel file, investigative file or other files relating to the job performance of the Applicant; and

Release the Applicant's/undersigned's current and past employers, and employees acting on behalf of the employer, from any liability for providing the above-mentioned information.

§33-1210 RELEASE

I understand that the above requirements are a condition of my obtaining employment with the District and I consent to my current and former employers, both inside and outside the State of Idaho, upon receipt of this signed authorization, to comply with Idaho law. I further consent that such authorization may be provided to the hiring District via electronic means.

Signature of Applicant

Date

Printed Name of Applicant

Identifying Employee Number/Name of Applicant or other Identifying Information for Past Employer

Information obtained through the use of this Release will be used only for the purpose of evaluating the qualifications of the Applicant for employment. This information will not be disclosed in any manner other than as provided by Statute.

A copy of this Release and all information obtained through use of this Release will be placed into the Applicant's Personnel File with the District upon employment of the Applicant, if any.

An Applicant's failure to disclose any former School District employer, whether within or outside of the State of Idaho, will serve as the basis for immediate termination and, for certificated personnel, may also result in the District's reporting of the individual to the Idaho Professional Standards Commission for a potential violation of the Code of Ethics for Professional Educators.

By accepting an executed copy of this form, the hiring School District makes no guaranty or promise of employment to the Applicant. Further, the hiring School District may employ the Applicant on a conditional basis pending review of information gathered pursuant to this Release. Such conditional employment is not a guarantee or promise of continued employment with the hiring School District for any length of time or pursuant to any additional conditions.