

MARLBORO CENTRAL SCHOOL DISTRICT

21 Milton Tpke, Suite 100

Milton, NY 12547

APPLICATION FOR SUBSTITUTE TEACHING

****Please Attach a Copy of any Teacher Certifications Issued****

Date _____ Certification Area _____

Name _____ Phone #'s _____

Address _____ Retirement # _____

_____ Social Security # _____

Email: _____ Teach ID #: _____

Fingerprint clearance with NYS Department of Education: _____ YES _____ NO _____ Pending

INSTITUTIONS ATTENDED BEYOND HIGH SCHOOL

<u>Name</u>	<u>Location</u>	<u>Degrees Received</u>
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_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

TEACHING CERTIFICATES – Active & Pending

<u>Title & Number</u>	<u>State</u>	<u>Subjects</u>
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_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

TEACHING EXPERIENCE

<u>Name of School</u>	<u>Subjects, Grades</u>	<u>Dates From/To</u>
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_____	_____	_____
_____	_____	_____

OTHER EXPERIENCE INCLUDING MILITARY

<u>Position</u>	<u>Employer & Location</u>	<u># of Months</u>	<u>Dates From/To</u>

REFERENCES

<u>Name and Position</u>	<u>Phone Number</u>

ADDITIONAL INFORMATION

Note: Please include any information that would further describe your capabilities as a teacher, such as musical ability, community work, etc.

Availability

Monday _____ Thursday _____
Tuesday _____ Friday _____
Wednesday _____

BACKGROUND INFORMATION:

Have you ever been fingerprinted by the NYS Education Dept. for the purposes of employment?

_____ Yes _____ No

Have you been cleared by NYSED for teaching?

_____ Yes _____ No

Are you legally eligible for employment in this country?

_____ Yes _____ No

Have you ever been convicted of a crime? (felony or misdemeanor) if yes, explain below.

_____ Yes _____ No

Have you ever forfeited bail or bond following your appearance as a defendant in a criminal court action?

_____ Yes _____ No

Have you ever received an unsatisfactory rating in conjunction with any pedagogical employment?

_____ Yes _____ No

Have you ever been disqualified for employment for any civil service position?

_____ Yes _____ No

Have you ever been found guilty and/or have you ever pleaded guilty to disciplinary charges brought against you under Section 3020-a of the Education Law or Section 75 of the Civil Service Law?

_____ Yes _____ No

Have you ever resigned as an alternative to facing charges or dismissal?

_____ Yes _____ No

Have you ever had a license or certificate denied or terminated because of unsatisfactory teaching, fingerprints, or medical records?

_____ Yes _____ No

Have you ever had any professional certificate or license denied, revoked, or suspended by any government agency as a result of your record?

_____ Yes _____ No

Has a Family Court or any other court ever rendered a finding indicating that you have abused or neglected a child? (if yes, complete the confidentially held information below)

Date and nature of finding:

Name of court:

Name of Judge:

CONVICTIONS:

Charge:

Court:

Year:

Conviction:

Explanation:

APPLICANT'S STATEMENT:

I certify that all statements made by me on this application are true and complete to the best of my knowledge. I understand that any false or misleading statements will be considered justification for disqualification of my application or termination of employment. I authorize an investigation of all statements herein and further authorize all cited references to give you any and all information they may have, and release all parties from all liability for any damage that may result from furnishing same to you. I authorize any participating school district for which I have completed an employment application to check my references, to obtain information from my former employers and educational institutions, to take other action to investigate any information provided in my employment application and to obtain information relevant to evaluating my qualifications and fitness for a position. I authorize any school district to which this application is submitted to obtain information about my criminal record and authorize all government agencies to provide information about my criminal record to the school district.

I understand that any omissions on this application may prevent my application from being evaluated and that any misrepresentation, falsification or omission on this application or on other documents submitted to the school district will be sufficient cause for this application not to be considered by the school district or for discharge if I have been employed.

Applicant's Signature

Date

The Marlboro Central School District do not discriminate on the basis of sex, race, color, creed, national origin, religion, age, disability, sexual orientation, marital status, or genetic predisposition for carrier status in their recruitment, employment, admissions practices, vocational opportunities or access to and treatment in programs or activities in accordance with Title IX, Section 504 of the Rehabilitation Act of 1973, Title Vi and Title VII of the Americans with Disabilities Act. If you believe you have been subject to discrimination, please contact the EEO officer of the respective school district.

Applicant's Signature

Date

For Office Use Only:

Reviewed by:

Date:

Comments:

Recommended for Substitute _____

Not Recommended for Substitute _____

Grade Level assigned to: _____

Phone Reference check completed: _____

Background Information page complete: _____

Applicant's Statements page completed: _____

Board of Education approval date: _____