

Goldendale School District No. 404

604 East Brooks
Goldendale, WA 98620
(509) 773-5177 Fax: (509) 773-6028
www.goldendaleschools.org

Personnel Use Only

- Letter of Application Application
Resume Transcripts
WA Teacher Certificate 3 References
Placement File, if applicable

APPLICATION FOR PROFESSIONAL EMPLOYMENT

Applicant's Full Name

(Last) (First) (M.I.) (Maiden Name)

Other Name(s)

(Please provide any additional information relative to change of name, use of an assumed name, or nickname, necessary to enable a check on your work or school record.)

Present Mailing Address

(Street) (City) (State) (Zip)

Permanent Mailing Address

(Street) (City) (State) (Zip)

Telephone Numbers:

Present: () Permanent: () Work ()

Social Security Number (Note: Completion of number is optional. Failure to submit social security number on this form will not prohibit employment consideration. Social security number may be required on other forms prior to employment.)

My signature below authorizes the school district to conduct a background investigation and authorizes release of information in connection with my application for employment. This investigation may include such information as criminal or civil convictions, driving records, previous employers and educational institutions, personal references, professional references, and other appropriate sources. I waive my right of access to any such information, and without limitation hereby release the school district and the reference source from any liability in connection with its release or use. This release includes the sources cited above and specific examples as follows: the local sheriff, information from the Central Criminal Records Exchange of either data on all criminal convictions or certification that no data on criminal convictions are maintained, information from the Washington or other State Department of Social Services Child Protective Services Unit and any locality to which they may refer for release of information pertaining to any findings of child abuse or neglect investigations involving me.

Furthermore, I certify that I have made true, correct and complete answers and statements on this application in the knowledge that they may be relied upon in considering my application, and I understand that any omission, false answered statement made by me on this application, or any supplement to it will be sufficient grounds for failure to employ or for my discharge should I become employed with the school district.

Signature of Applicant

Date

MARK THE APPROPRIATE BOXES

- () New Application
() Previous Application on File
() Former Employee of the School District

Are you a U.S. Citizen? () Yes () No

If not, are you eligible to work in the U.S.?
() Yes () No

INDICATE POSITION(S) DESIRED FOR WHICH YOU ARE ENDORSED

- () Teacher () Administrator
() Guidance () Library/Media
() Other (Explain

List grade level(s) and/or subject area(s) in order of preference:

I. EDUCATIONAL AND PROFESSIONAL TRAINING (List chronologically)

Level of Education	Name of School or University	State	Field of Study	Type of Degree	Year of Graduation	Dates of Attendance From.....To
High School						
College of University						

II. STUDENT TEACHING EXPERIENCE (List chronologically and include any internships)

Name of School	School District City/County	State	Grade level and/or Subject	Dates	Personnel Use

III. TEACHING EXPERIENCE (List chronologically all teaching experience. DO NOT include substitute teaching)

Name of School	School District City/County	State	Position Held Grades and/or Subjects Taught (Specify)	Dates Mo/Day/Yr From...To	Total Years	Full Time √	Part Time √	Personnel Use
TOTAL								

IV. WORK EXPERIENCE OTHER THAN TEACHING (List chronologically and attach a sheet if necessary)

Employer	City/County	State	Kind of Work	Dates of Employment	Personnel Use

V. MILITARY EXPERIENCE

Branch of Service	Occupational Specialist (MOS)	Inclusive Dates	Type of Discharge

VI. CERTIFICATION

- A. If you have been issued a Wash. certificate, **please submit a copy...** Copy enclosed?No () Yes ()
 Type of Washington Certificate: _____
 Year of Expiration of Washington Certificate _____ Endorsement(s) _____
- Have you applied for a WA certificate? No () Yes () When _____ Check if statement of eligibility enclosed ()
- B. If you have been issued a certificate in another state, **please submit copy.** Copy enclosed?No () Yes ()
 State _____ Expiration Date _____ Certification/Endorsements _____
 State _____ Expiration Date _____ Certification/Endorsements _____

VII. GENERAL INFORMATION

- Month, Day, and Year available for employment _____ Are you under contract?No () Yes ()
 If yes, where? _____ Present Position _____
- If presently employed, why do you wish to change? _____
 If under contract, what type: Annual/Probationary () Other () (Explain) _____
 If under contract, have you checked and can you be released if you are offered another position?No () Yes ()
- If not under contract now, have you ever held a continuing contract in Washington?No () Yes ()
 If yes, cite school district(s) and date(s)
- Referral Source: Advertisement/Posting () Employee () Friend () Other (Explain) _____
- Have you ever been refused tenure or a continuing contract? (If yes, explain on back)No () Yes ()
 Have you ever been placed on administrative leave? (If yes, explain on back).....No () Yes ()
 Have you ever been discharged or requested to resign from a position? (If yes, explain on back) No () Yes ()
 Have you ever been convicted of a violation of law other than a minor traffic violation?
 (If yes, explain on back).....No () Yes ()
 Have you ever had a certificate or license revoked or suspended? (If yes, explain on back) No () Yes ()
 Are any criminal charges or proceedings pending against you? (If yes, explain on back) No () Yes ()
 Have you been convicted of any offense involving the sexual molestation, physical or
 sexual abuse, or rape of a child?(If yes, explain on back)..... No () Yes ()

VIII. REFERENCES

It is the applicant's responsibility to have the following information provided the School District in order to be considered for employment:

- A. The names of at least three references sources must be provided and must include current employer if employed, or last employer if not currently employed.
 B. Unless included in Placement File, applicants with work experience must provide recommendations from principals and/or superintendents from all contracted educational work experiences within the past three years, provide references from last contracted experience. Applicants who are beginning teachers registered with a college placement office must include references from their student teaching supervisor(s) and cooperating teacher(s) in the placement file or by listing names below.
 C. As indicated above, () a Placement File is being sent, and/or () references are listed below:

Name of Reference	Position/Relationship	Mailing Address	Phone Number

IX. EXTRACURRICULAR ACTIVITIES

Indicate the number of years experience in the activities listed below. **Circle activities you are willing to coach/sponsor:**

Extra Curricular Activities	High School Experience	College Experience	Coaching Experience	Extra Curricular Activities	High School Experience	College Experience	Contract Experience
Football				Vocal Music			
Basketball				Athletic Dir.			
Baseball				Athletic Train.			
Softball				Drill Team			
Track				Drama			
Cross Cntry				Yearbook			
Wrestling				Newspaper			
Golf				Student Govt.			
Tennis				Honor Soc.			
Volleyball				Clubs			
Pep Band				Cheerleaders			

X. OTHER INFORMATION

To avoid conflict of interest, list any local school board member or employee (relative(s) in the school district and cite relationship:

Estimate your total absence from work or school for the last three years and explain the reason(s): _____

Explain any physical or mental conditions which would adversely affect your ability to perform the duties of the position you seek; or if there are none, so state: _____

In your own handwriting, provide any additional information you desire that will afford an additional understanding of your qualifications. Your goals, objectives, philosophy, and other background factors are of special interest.

ADDITIONAL REMARKS AND/OR EXPLANATIONS FROM SECTION VII GENERAL INFORMATION

(attach additional sheet if needed)

.....
 In accordance with Federal law, the Goldendale School District is prohibited from discriminating on the basis of sex, race, creed, religion, color, national origin, age, honorably discharged veteran or military status, sexual orientation including gender expression or identity, the presence of any sensory, mental or physical disability, or the use of trained dog guide or service animal by a person with a disability and provides access to the Boy Scouts of America and other designated youth groups. To file a complaint of discrimination, write to Clay Henry, Affirmative Action and Non-Discrimination Compliance Officer, Goldendale School District No. 404, 525 Simcoe Drive, Goldendale WA 98620 or call (509) 773-5846. Goldendale School District is an equal opportunity employer, complies with all Federal Rules and Regulations, and does not discriminate for all district employment opportunities.

GOLDENDALE SCHOOL DISTRICT

PROFESSIONAL REFERENCE FORM

_____ has applied for a certificated position with the Goldendale School District. We ask that you carefully evaluate the applicant in terms of your professional contact with the applicant.

In what capacity did the applicant work with you? _____

Have you observed this applicant: _____ very few times _____ equal to one year teaching
 _____ several years From _____ To _____
 (date) (date)

What was your title at the time you worked with the applicant? _____

Note: Please rate the applicant in each of the following categories by comparing this individual with others of comparable training and experience.

	Upper 10%	Upper 25% but not Upper 10%	Upper 50% but not Upper 25%	Lower 50% but not Lowest 10%	Lowest 10%	No basis for judgment
1. Flexibility Willingness to learn the concepts or ways of doing things. Cooperativeness with youth and adults. Democratic approach to teaching.						
2. Commitment to Accomplishment Exertion of effort to attain particular goals. A desire for producing results. Organization of ideas, time, materials and space in such a way that accomplishment occurs.						
3. Enthusiasm Displays overall optimism and zeal for what one is doing. Willingness to be involved. Enthusiasm develops positive interpersonal relationships with others.						
4. Clarity of Expression Understands and correctly interprets concepts presented or discussed. Presents and discusses concepts precisely; answers questions clearly.						
5. Scholarship and Conceptual Skills Needed for substantive and methodological aspects of teaching. This includes the ability to learn new ideas and skills.						
6. Relation to Students Ability and willingness to develop favorable relationships with students. Exhibits listening, patience, caring and liking for students. Shows empathy for students; is interested in their learning and welfare; is responsive to students needs; is accepting of students and has a high regard for them as they are; is open and desires to have strong relationships with students.						
7. Professional Orientation Has knowledge of current approaches to teaching; breadth of background and willingness to use this background for the benefit of school; willingness to work with others in a team or faculty situation. In general, exhibits a high interest in students, but also maintains high interest in working out problems for the satisfaction of all involved.						
8. Modeling Ethical and Professional Behavior The Code of Ethics set forth by OSPI Office of Professional Practices is the standard for professional behavior.						

COMMENTS: _____

Name: _____ Signature: _____

Date: _____ Your Telephone Number: _____

Thank you for assisting us in evaluating this applicant. Please return this form to: **Goldendale School District No. 404
 604 East Brooks
 Goldendale WA 98620**