

MASSENA CENTRAL SCHOOL DISTRICT

84 Nightengale Avenue
Massena, New York 13662

SUBSTITUTE TEACHER APPLICATION

THE MASSENA CENTRAL SCHOOL DISTRICT IS AN EQUAL OPPORTUNITY SCHOOL DISTRICT/EMPLOYER WHICH DOES NOT DISCRIMINATE ON THE BASIS OF RACE, CREED, COLOR, NATIONAL ORIGIN, SEX, AGE, DISABILITY, MARITAL STATUS, OR ANY OTHER REASON PROHIBITED BY STATE OR FEDERAL LAW IN THE EMPLOYMENT, WORKING CONDITIONS AND EDUCATIONAL OPPORTUNITIES OF APPLICANTS, EMPLOYEES AND STUDENTS.

Name _____ Date _____
(Last) (First) (Middle) (Maiden)

Current Address _____ Phone(s) _____

E-mail Address _____ Social Security No. _____

Check the areas in which you are interested in working:

____ K-6	____ Junior High	____ High School
	____ English	____ English
	____ Science	____ Science
	____ Math	____ Math
	____ Social Studies	____ Social Studies
	____ Foreign Language	____ Foreign Language
	____ Other: _____	____ Other: _____

When could you begin work? _____

CERTIFICATION

Do you hold any certification related to the above position(s)? _____ Yes _____ No

If yes, please list title and date of expiration (if any):

Number of years full-time teaching experience _____

Are you currently a member of the New York State Teachers' Retirement System? _____ Yes _____ No

If yes, please give your retirement number: _____

REFERENCES

Please list at least 3 references that have first hand knowledge of your teaching ability. Inexperienced teachers should give names of college faculty members, or persons who can attest to your positive interactions with youth.

NAME	ADDRESS	TELEPHONE	OCCUPATION

Briefly answer the following questions:

1. What professional literature have you read in the past year?

2. List any memberships or activities relevant to your ability to perform duties of the position.

3. If there is something else about yourself – your interests, special talents, career objectives, etc. – you would like us to be aware of, please mention them in this space. Please feel free to include any inserts or additional information, which might enable us to evaluate better your background, training, or abilities.

FORMAL EDUCATION

Institution	Major	Minor	Degree	Date Completed

WORK EXPERIENCE

Dates		Place	Months	Supervisor	Reason for Leaving
From	To				

Please **write** your response to the following, do **not** type or print.

What interests you the most about the position for which you are applying?

MORAL CHARACTER DETERMINATION: Answer each question by checking "yes" or "no". If you answer "yes" to any questions, please attach a full explanation to your answer.

- Yes Have you been dismissed, resigned from, entered into a settlement agreement, or otherwise left employment to avoid investigation and/or dismissal for alleged misconduct?
- No

- Yes Did you receive a discharge from the Armed Forces of the United States which was other than "Honorable"?
- No

- Yes Have you ever been convicted of any crime (felony or misdemeanor)* (other than minor traffic violations)?
- No **If "yes" submit a copy of the court record(s) including disposition of case.*

- Yes Have you ever had an application for a teaching credential issued in New York or any jurisdiction revoked, suspended, annulled or otherwise invalidated?
- No

- Yes Have disciplinary proceedings ever been initiated against you pursuant to New York State Education Law Section 3020-a or the disciplinary provisions of any other jurisdiction?
- No

- Yes Have you ever been the subject of a report filed with the New York State Education Department pursuant to Part 83 of the Commissioner's Regulations (Determination of Good Moral Character)?
- No

Fingerprinting

Have you ever been fingerprinted for the purposes of obtaining employment with a New York State public school district? Yes No

If yes: Date _____ School District _____

If no: New York State requires all applicants hired after July 1, 2001 to be fingerprinted. The cost of this process is the responsibility of employee. Employment is contingent upon the results of this process. For more details, please see the attached directions.

I understand and agree that Massena Central School District will verify all or part of the information I have supplied on this form. I understand that this verification may include credit history, motor vehicle driving record, criminal and civil records as well as any public record. I declare and affirm, under the penalty of perjury, that all the statements made in the foregoing application, including accompanying statements, are true, complete and correct. I understand that rendering any false information on this application may lead to criminal proceedings against me. I further understand that rendering any false information on this application may, in the event I am ultimately employed by the district, result in disciplinary action against me, with a penalty up to and including termination.

I further declare and affirm that any arrest and/or conviction that occurs subsequent to the date of the application, but prior to the issuance of any certificate, will be reported in writing to the Office of Teaching, Teacher Discipline Unit, Education Building -- 5 North, Albany, New York 12234. I understand that my failure to report such information may result in the invalidation of my certificate.

By signing this form I consent to the release of information to the Department for the purpose of ascertaining my moral character pursuant to 8 NYCRR 83 of the Commissioner's Regulations.

Signature of Applicant

Date

Please return to: Tracey Supernault
Massena Central School District
84 Nightengale Avenue
Massena, New York 13662