

# FILER SCHOOL DISTRICT NO. 413

700 B Stevens Avenue  
Filer, ID 83328  
Telephone (208) 326-5981  
Fax (208) 326-3350

## **Certified Personnel Application**

Filer School District is committed to providing equal employment opportunities for all persons without regard to race, creed, color, national origin, sex, age or physical/mental disability except as may be necessary to meet a bona fide occupational qualification, and the District complies with the requirements and objectives of applicable state and federal laws. Preference will be given to eligible veterans pursuant to Idaho Code 65-503, et seq.

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### Personal Contact Information

First Name

Middle Name

Last Name

Home Number

Cell Number

E-Mail Address

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Current Street Address

Permanent Street Address

Current City, State Zip Code

Permanent City, State Zip Code

Which school are you applying for?

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Which specific position are you applying for?

Please consider me for:

Are you now under contract?

Full Time

Part Time

Either

Yes

No

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**Certification**

Which Standard Teaching Certificates do you hold or if applied which do you expect to hold? (Please Enclose Copy)

Elementary K-8	Secondary 6-12	K-12 Specialist
Exceptional Child	Early Childhood Pre K-3	Other*

\*If other please specify

Which State was your initial certification from?

What year was your initial certification?

Do you hold a valid Idaho Certificate for the position for which you are applying?

Yes      No

Have you passed the Praxis Content test for the appropriate endorsement on your State of Idaho certificate?

Yes                      No                      Not a requirement

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**Certification Endorsement**

Certification Endorsement #1

Certification Endorsement #2

Certification Endorsement #3

Certification Endorsement #4

Certification Endorsement #5

Certification Expiration Date

Technology Certificate

Literacy Certificate

National Board Certification

Yes

Yes

Yes

No

No

No

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**Education**

List all college and university preparation

College or University/City, State

Date Started - Date Concluded

Major

Minor

Type & Date of Degree & G.P.A.

College or University/City, State

Date Started - Date Concluded

Major	Minor	Type & Date of Degree & G.P.A.
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College or University/City, State	Date Started - Date Concluded
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Major	Minor	Type & Date of Degree & G.P.A.
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College or University/City, State	Date Started - Date Concluded
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Major	Minor	Type & Date of Degree & G.P.A.
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**Student Teaching Experience**

If you have more than one year contract teaching experience, you may omit this section.

School Name	Subjects Taught
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School Address	Grade Levels Taught
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Status	Unique Aspects of Assignment
Completed      In Progress      Not Started	

Cooperating Teacher	Administrator
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Cell/Home Phone	Cell/Home Phone
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Work Phone	Work Phone
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E-Mail Address	E-mail
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**Employment History**

Contracted teaching experience only. (Most recent first)

Organization

Start Date

End Date

Address

Phone Number

Position

Principal/Supervisor

Work Phone

Cell Phone

E-Mail Address

May we call this employer

Yes

No

Reason for leaving:

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Organization

Start Date

End Date

Address

Phone Number

Position

Principal/Supervisor

Work Phone

Cell Phone

E-Mail Address

May we call this employer

Yes

No

Reason for leaving:

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Organization

Start Date

End Date

Address

Phone Number

Position

Principal/Supervisor

Work Phone

Cell Phone

E-Mail Address

May we call this employer

Yes

No

Reason for leaving:

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Organization

Start Date

End Date

Address

Phone Number

Position

Principal/Supervisor

Work Phone

Cell Phone

E-Mail Address

May we call this employer

Yes

No

Reason for leaving:

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Organization

Start Date

End Date

Address

Phone Number

Position

Principal/Supervisor

Work Phone

Cell Phone

E-Mail Address

May we call this employer

Yes

No

Reason for leaving:

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**Professional References**

(List at least three current references capable of assessing your ability to perform the work for which you are applying. Include the names of superintendents or administrators with whom you have worked.)

Name

Title

Work Phone

Cell Phone

E-mail Address

Present Address

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Name

Title

Work Phone

Cell Phone

E-mail Address

Present Address

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Name

Title

Work Phone

Cell Phone

E-mail Address

Present Address

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Name

Title

Work Phone

Cell Phone

E-mail Address

Present Address

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Name

Title

Work Phone

Cell Phone

E-mail Address

Present Address

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### Narrative

Please answer the following questions in accordance with your personal philosophy of education.

1. What would a visitor to your classroom observe to indicate that your instructional program is meeting the needs of individual students?\*

2. What specific collaborative behaviors have you initiated with other educators that have resulted in improved student achievement?\*

3. How will you assess your success as a teacher (or other position for which you are applying)?\*

4. Describe the difference between leadership and management in relationship to your classroom.\*



**\*Applicants Note:** Answer all questions on this form. Incomplete information may cause your application to be delayed or rejected.

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**YOU MUST CHECK YES OR NO TO EACH QUESTION BELOW.**

1. Have you ever been convicted of an offense other than a minor traffic violation: (DUI and DWI convictions are not minor and must be reported.)

Yes            No

2. Have you ever been charged with a felony?

Yes            No

3. Have you ever been convicted of a felony?\*\*\*

Yes            No

4. Have you ever been charged (even if no contest or charges dropped or pled down) with a sex-related offense?

Yes            No

5. Have you ever been convicted of a sex-related offense?\*\*\*

Yes            No

6. Have you ever been charged (even if no contest or charges dropped or pled down) with a drug-related offense?

Yes            No

7. Have you ever been convicted of a drug-related offense?\*\*\*

Yes            No

8. Have you ever been charged for an act of violence, including domestic violence?

Yes            No

9. Have you ever been convicted for an act of violence, including domestic violence?\*\*\*

Yes            No

10. Has your professional license ever been suspended or revoked?

Yes            No

11. Have you ever been discharged or separated from a position with a school district or been asked to resign a licensed arrangement?

Yes            No

12. Have you ever been the subject of an investigation by a school district or any other employer?

Yes            No

13. Are you currently under investigation or facing pending criminal charges in Idaho or in any other state or country?

Yes            No

14. Have you ever had sanctions placed on your teaching certificate for any reason?

Yes            No

15. Have you ever been denied a teaching certificate anywhere?

Yes            No

16. Have you ever voluntarily relinquished a teaching certificate?

Yes            No

17. Is disciplinary action currently pending anywhere against your certificate?

Yes            No

18. Are you claiming Veterans' Preference?

Yes            No

If yes to question 18, please provide a copy of your DD 214, and please request, complete and submit the Veteran's Preference Form with this application. Have you claimed such preference in prior applications with the School District?

Yes            No

**\*\*Note: for the purpose of questions 3, 5, 7, and 9, "convicted" means:**

1. All instances in which a plea of guilty or nolo contendere is the basis of conviction;
2. All proceedings in which a sentence has been suspended, deferred, expunged, or withheld; and,
3. All proceedings in which the prosecution was deferred.

**If you have answered yes to any of these questions, please attach a written explanation. 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. All documentation regarding any limitations to a teaching certificate, including, but not limited to revocation, suspension, sanctions, denial or voluntary relinquishment, must also be included.**

It is your responsibility to determine the nature of your criminal record. Failure to include any criminal convictions will be considered a deliberate misrepresentation and may result in dismissal. A conviction will not automatically disqualify the applicant or applicants from the job applied for. The seriousness of the crime and the date of the conviction will be considered.

The Filer School District will treat answers to the questions above as confidential and no disclosure will be made without the applicant's permission.

**Any deliberate misstatement or concealment of facts regarding any of these questions may be ground for non-selection or termination if hired.**

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## Applicant Signature

### Please Read This Section Carefully

I hereby, authorize the Filer School District to contact, obtain, and verify the accuracy of information contained in this application from all previous employers, educational institutions, and references. I also hereby release from liability the potential employer and its representative for seeking, gathering, and using such information to make employment decisions and all other persons or organizations for providing such information.

I understand that any misrepresentation or material omission made by me on this application will be sufficient cause for cancellation of this application or immediate termination of employment if I am employed, whenever it may be discovered.

I understand that the Filer School District does not unlawfully discriminate in employment and no question on this application is used for the purpose of limiting or excusing any applicant from consideration for employment on a basis prohibited by applicable local, state, or federal law.

I also understand that if I am employed, I will be required to provide satisfactory proof of identity and legal work authorization within three days of being hired. Failure to submit such proof within the required time shall result in immediate termination of employment.

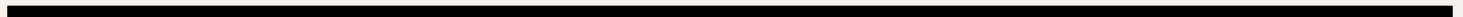
I understand that fingerprinting and a criminal record check are required by law for any successful applicant of the Filer School District. The cost of the fingerprinting is considered an expense to the applicant upon hire and will **not be reimbursed** by the Filer School District. **Any offer of employment is contingent upon clearance for continued employment by the State Department of Education.**

In the event I am employed by the Filer School District, I agree to abide by all its applicable policies and procedures.

*My typed signature below certifies that I have read and understand this complete page, and agree to the terms and conditions outlined in this document.*

Typed Signature of Applicant

Date



## Subject Area Endorsements

### Endorsement, K-12:

Art	Bilingual Ed.	English as a 2nd Lang.
French	German	Gifted and Talented
Media Specialist	Music	Physical Education
Reading Specialist	Spanish	
Other		

### Endorsement, 6-12 (Check all that apply):

Ag. Sci. and Tech.	Am. Gov.	Am. Studies	Anthropology
Art	Arts and Crafts	Bilingual Ed.	Biological Sci.
Bus. Tech. Ed.	Career Coun.	Chemistry	Communication
Comm./Drama	Cons. Econ.	Consulting Teacher	Drafting
Dramatics	Driver's Ed.	Earth Science	Economics
Media Generalist	English	Fam. & Cons. Sci.	For. Lang. (French)
For. Lang. (German)	For. Lang. (Spanish)	Geography	Geology
Health	History	Humanities	Journalism
Marketing Ed.	Mathematics - Basic	Mathematics Stand.	Music
Natural Science	Philosophy	Physical Education	Voc. Economics
Physical Science	Physics	Political Science	Psychology
Reading	Social Studies	Sociology	Soc./Anthropology
Speech	Speech/Drama	Sports Med/Training	Technology Ed.
Voc. Home Market.	Technology	Other	

### Endorsements, Exception Child

Consulting Teacher	Deaf/Hearing Impaired
Seriously Emotionally Disturbed	Multiple Disabilities
Physically Impaired	Seriously Impaired
Severe Retardation	Generalist (K-12)
Supervisor/Coordinator of Special Education	Visually Impaired
Work Based Learn. Coordinator	
Other	

**Pupil Personnel:**

Audiology

Counselor

Pathologist

School Nurse

School Psychologist

School Social Worker

Speech Language

Other

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## Supplemental Form Coaching and Extracurricular

Do you have experience and/or interest in coaching and extracurricular?

Yes, I have interest or experience with coaching and extracurricular.

No, I am not interested in coaching and extracurricular at this time.

If you selected yes, please check your area of experience/expertise. Note: Complete this section only if you would like to be considered for a coaching/extracurricular assignment.

### Activities

Advanced Speech	Athletic Training	Choral Music	Computer
Clubs	Dance Team	Debate	Drama
FCCLA	FFA	Instrumental Music	Journalism
Newspaper	Cheer Coach	Photography	Yearbook
Other			

### Head Coaching Activities:

Boys Baseball	Boys Basketball	Boys Soccer	Boys Track
Cross Country	Football	Girls Basketball	Girls Soccer
Girls Track	Golf	Softball	Volleyball
Wrestling			
Other			

### Assistant Coaching Activities:

Boys Baseball	Boys Basketball	Boys Soccer	Boys Track
Cross Country	Football	Girls Basketball	Girls Soccer
Girls Track	Golf	Softball	Volleyball
Wrestling			
Other			

### Middle School Coaching Activities:

Boys Baseball	Boys Soccer	Football	Girls Basketball
Girls Soccer	Track	Volleyball	Wrestling
Other			

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**FILER SCHOOL DISTRICT #413**

**AUTHORIZATION NOTICE ON IDAHO CODE 33-1210  
RELEASE OF INFORMATION ON PAST JOB PERFORMANCE**

I wish to be considered for employment with the Filer School District #413. I understand that as a part of the applicant process, the school district is required by Idaho Code 33-1210 to request that the applicant sign a release statement authorizing the applicant's current and past employers, including employers outside the state of Idaho, to release to the school district all information relating to the job performance and/or job related conduct, if any, of the applicant and making available to the hiring school district copies of all documents in the previous employer's personnel, investigative or other files relating to the job performance by the applicant.

I also understand that Idaho Code 33-1210 (b) releases the applicant's current and past employers, and employees acting on behalf of that employer, from any liability for providing information described in paragraph (a) of this subsection, as provided in subsection (4) of this section. A school district shall not hire an applicant who does not sign the statement described in subsection (2) of this section.

***My typed signature below certifies that I have read and understand this complete page, and agree to the terms and conditions outlined in this document.***

Typed Signature of Applicant

Date

In addition, the school district or an employee acting on behalf of the school district, who in good faith discloses information under this section either in writing, printed material, electronic material or orally is immune from civil liability for the disclosure. An employer is presumed to be acting in good faith at the time of the disclosure under this section unless the evidence establishes on (1) or more of the following 7 (a) that the employer knew the information disclosed was false or misleading; (b) that the employer disclosed the information with reckless disregard for the truth; (c) that the disclosure was specifically prohibited by a state or federal statute.

Information received pursuant to this section shall be used by a school district only for the purpose of evaluating an applicant's qualifications for employment in the position for which he or she has applied. Except as otherwise provided by law, a board member or employee of a school district shall not disclose the information to any person, other than the applicant, who is not directly involved in the process of evaluating the applicant's qualifications for employment. A person who violates the provisions of this subsection may be civilly liable for damages caused by such violation.