



NEWARK VALLEY CENTRAL SCHOOLS

68 Wilson Creek Road, PO Box 547

Newark Valley, NY 13811

(607) 642-3221

INSTRUCTIONAL APPLICATION

TO THE CANDIDATE:

We are pleased that you are interested in joining our professional family. The schools of the Newark Valley Central School District strive to provide excellence in both our educational and extracurricular programs.

We seek staff members who are highly competent in their field, who enjoy working with young people, who are dedicated to the advancement of learning, and who serve as role models for our entire school-community. If you possess these qualities and have appropriate certification, we encourage you to apply.

THE APPLICATION WILL NOT BE CONSIDERED COMPLETE WITHOUT A COPY OF TRANSCRIPTS, CERTIFICATION AND AT LEAST THREE (3) LETTERS OF PROFESSIONAL REFERENCE. TO BE CONSIDERED, **ALL** SECTIONS OF THIS APPLICATION MUST BE COMPLETED, EVEN IF YOU INCLUDE A SEPARATE RESUME.

Date _____

Position Preference

- Check preference(s) Elementary Grade(s) Subject(s) _____
- Middle School Grade(s) Subject(s) _____
- High School Grade(s) Subject(s) _____
- Full Time
- Substitute Date Available _____

Personal Information

Name _____

Permanent Address _____

City _____ State _____ Zip Code _____

Telephone (home) _____ (cell) _____

Email address _____

Present Address _____

City _____ State _____ Zip Code _____

Telephone (home) _____ (cell) _____

EDUCATIONAL PREPARATION		Diploma/ Degree
Name and Location of Institution	Nature of Studies Major Minor	
High School		
College		
Graduate (degree received or number of credit hours completed)		

Graduate Hours Beyond Highest Degree _____

Scholastic honors _____
(College and High School)

Circle Scholastic average of all college work: A A- B B- C C-

Circle Scholastic average in major field : A A- B B- C C-

CERTIFICATION	
NEW YORK STATE CERTIFICATION(S) <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> Pending	
Certificate Type _____	Certification Number and Date _____
If Yes, enclose copy of all certificates	
If no or pending, explain	Have you ever had certification denied, revoked, or suspended? <input type="checkbox"/> YES If yes, explain <input type="checkbox"/> NO
_____	_____
_____	_____
_____	_____

ANTI-DISCRIMINATION POLICY

The District does not discriminate in employment or in the education programs and activities which it operates on the basis of race, color, national origin, religion, marital status, military status, sex, age, weight, sexual orientation, gender identity, ethnic group, religious practice, disability or predisposing genetic characteristic in violation of Title IX of the Education Amendments of 1972, Title VI and VII of the Civil Rights Act of 1964, 42 U.S.C. 12111 et. seq. known as the Americans With Disabilities Act or § 504 of the Rehabilitation Act of 1973 and New York State Human Rights Law, and The Boy Scouts of America Equal Access Act of 2001.

EDUCATIONAL EXPERIENCES

List in chronological order with most current experience. Include student teaching, if done within the past two years.

Name & Location of Institution	Specific Nature of Position	Total Years	Annual Salary

Total Years of Full-Time Teaching Experience in Last Ten Years _____

RELATED PROFESSIONAL EXPERIENCE

Professional (educational travel, lectures, addresses, publications, professional memberships, special programs, community service)

OTHER WORK EXPERIENCE (Business, summer occupations)

Firm (give address and phone number)

Nature of Work

LIST ACTIVITIES YOU CAN SPONSOR OR COACH (Also include hobbies and interests)

REFERENCES (Give names of four persons who have observed your work as a teacher or a student teacher)

Name	Official Position	Present Address	Telephone

PLEASE CHECK APPROPRIATE BOX

- YES NO 1. Have you been granted tenure by a NYS Public School? If yes, School District _____
- YES NO 2. Have you ever been denied an appointment to tenure? If yes, School District _____
- YES NO 3. Have you ever had your employment in another school district terminated, either by resignation or other action? If so, give details. _____
- YES NO 4. Do you have any commitments to another employer which might affect your employment with us?
- YES NO 5. Do you have any objections to our contacting your present or former employers? If yes, please explain. _____
- YES NO 6. Are you qualified and willing to coach an athletic team or advise an extracurricular activity? _____
- YES NO 7. Have you filed an application with our District within the last twelve months? (Applications are kept on file for one year.) _____

PLEASE READ CAREFULLY – APPLICANT’S CERTIFICATION

I hereby certify that the facts set forth in the above employment application are true and complete to the best of my knowledge. I understand that if employed, falsified statements on this application shall be considered sufficient cause for dismissal. I understand that the Newark Valley Central School District will be making an extensive inquiry regarding my background and experience and I hereby release from any liability anyone giving information regarding me (whether specified in my application or not) so long as the information given is relevant to the duties for which I have applied. If requested, I will sign individual releases. I further understand that all information gathered by you regarding my application will be the property of the School District and will not be released to me unless required by federal or state statutes or regulations.

Date

Signature of Applicant

Thank you for completing this application form and for your interest in employment with us. Your application will remain active for one year.