



KADOKA AREA SCHOOL DISTRICT #35-2

Kadoka Elementary School * Kadoka Middle School * Kadoka Area High School
Interior School * Long Valley School * Midland School

APPLICATION FOR SUBSTITUTE

Employment is contingent upon successful completion of a criminal background check. Please refer to District Policy 3-29 "Criminal Background Check – Employees" for additional information.

NAME: _____
(LAST) (FIRST) (MIDDLE INITIAL)

MAILING ADDRESS: _____
PLEASE ENTER THE ADDRESS WHERE YOUR MAIL IS DELIVERED (CITY) (STATE) (ZIP)

PHYSICAL ADDRESS: _____
(HOUSE NUMBER & STREET NAME) (CITY) (STATE) (ZIP)

PHONE: _____
(HOME PHONE) (CELL PHONE)

E-MAIL ADDRESS: _____
PLEASE PROVIDE A VALID EMAIL ADDRESS THAT YOU FREQUENTLY CHECK – THIS WILL BE USED TO COMMUNICATE UPDATES REGARDING PAYROLL OR OTHER IMPORTANT INFORMATION

PREFERRED DAYS (CHECK ALL THAT APPLY OR "NO PREFERENCE")

The District operates on a four-day school week, Monday through Thursday. However, occasionally school is in session on a Friday, such as when making up a snow day.

- | | | |
|----------------------------------|------------------------------------|--|
| <input type="checkbox"/> Monday | <input type="checkbox"/> Wednesday | <input type="checkbox"/> Friday |
| <input type="checkbox"/> Tuesday | <input type="checkbox"/> Thursday | <input type="checkbox"/> No preference. I am available to sub any/all of these days. |

PREFERRED LOCATION (CHECK ALL THAT APPLY OR "NO PREFERENCE")

- | | | |
|--|--|--|
| <input type="checkbox"/> Kadoka (Preschool – 12) | <input type="checkbox"/> Interior (K – 8) | <input type="checkbox"/> Long Valley (K – 8) |
| <input type="checkbox"/> Midland (K – 8) | <input type="checkbox"/> No preference. I am available to sub at all of these locations. | |

PREFERRED GRADE LEVEL (CHECK ALL THAT APPLY OR "NO PREFERENCE")

- | | | |
|---|---|---|
| <input type="checkbox"/> Preschool | <input type="checkbox"/> Primary (Jr. K – 2) | <input type="checkbox"/> Elementary (3 – 5) |
| <input type="checkbox"/> Upper Elementary (6 – 8) | <input type="checkbox"/> High School (9 – 12) | <input type="checkbox"/> No preference. I am available to sub for all grade levels. |

PLEASE CHECK ONE

- | | | |
|-----------|--|--|
| I hold a: | <input type="checkbox"/> Current South Dakota Teaching Certificate | <input type="checkbox"/> High School Diploma |
| | <input type="checkbox"/> Bachelor's Degree | <input type="checkbox"/> GED |
| | <input type="checkbox"/> Associate's Degree | |

Are you interested in subbing for . . .

- | | | |
|-----------------------------------|------------------------------|-----------------------------|
| the school secretaries at Kadoka? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| band and music? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| the kitchen? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| the custodians? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

I certify that I have not been convicted of a felony in this or any other state.

SIGNATURE

DATE

The Kadoka Area School District does not discriminate on the basis of race, color, national origin, sex, disability, or age in its employment practices.