

OFFICE OF SUPERINTENDENT OF SCHOOLS

School Administrative Unit No. 2

**c/o Humiston Building
103 Main Street, Suite 2**

Meredith, NH 03253

Tel. (603) 279-7947

Fax (603) 279-3044

**Inter-Lakes School District
Center Harbor
Meredith
Sandwich
Ashland School District**

**MARY A. MORIARTY
Superintendent of Schools**

**ASHLEY DOLLOF
Business Administrator**

(PROFESSIONAL STAFF)

Date _____

PERSONAL

Name _____ E-Mail Address _____

Present Address _____

_____ Telephone No. () _____
City State Zip

Permanent Address _____

_____ Telephone No. () _____
City State Zip

This application is for what grades or position? _____

List preference of grades or subjects you are qualified to teach: _____

Are you currently under contract with another school district? Yes No

If yes, where? _____

Have you ever taken a teacher competency examination? Yes No

If yes, where? _____ Date _____

Have you ever left or been released from a teacher contract prior to its completion? Yes No

If yes, when and for what reason? _____

Do you now hold or have you previously held a New Hampshire teacher certificate? Yes No

If yes, Credential number _____ Type _____ Expiration Date _____

Give title, state and grade of certificate if other than New Hampshire _____

Please summarize special job-related skills and qualifications acquired from employment or other experiences (including U.S. military service) and/or state any additional information you feel may be helpful in considering your application, i.e. honors, awards, activities, technology skills or professional development activities:

EDUCATIONAL BACKGROUND			
Type of School	Name and Address	List Years Attended (e.g., 1999-2002)	Course Major/Minor and Degree Awarded
High School			
College			
College			
Post Graduate			
Business or Trade			
Other			

Are you currently enrolled in an advanced degree program? Yes No If yes, where? _____

STUDENT TEACHING INFORMATION		
Date(s)	Location	Grade

Present Salary _____ Expected Salary _____

TEACHING EXPERIENCE			
Date	School and Location	Grades/Subjects	Immediate Supervisor Name and Telephone

Number of full years of teaching experience _____

List co-curricular activities, which you would be interested in coaching or advising _____

PRIOR WORK HISTORY				
List other work experience you have had in the past three years outside of education:				
Date	Position	Location	Supervisor	Phone

GENERAL BACKGROUND INFORMATION

You must give complete answers to all questions. If you answer “Yes” to any question, you must list all offenses, and for each conviction provide date of conviction and disposition, regardless of the date or location of occurrence. Conviction of a criminal offense is not a bar to employment in all cases. Each case is considered on its merits. Your answers will be verified with appropriate police records.

- **Professionally disciplined** means the annulment, revocation or suspension of your teaching certification, or the receipt of a letter of reprimand from an agency, board or commission of state government, such as the New Hampshire Department of Education.
- **Criminal Offense** includes all felonies and misdemeanors. You may omit: minor traffic violations, and offenses committed before your 18th birthday, which were adjudicated in juvenile court under a juvenile delinquency law.
- **Conviction** includes adjudications of guilt, pleas of guilty, pleas of “nolo contendere” (no contest), and determinations before courts, juries, judges or magistrates which resulted in fines, sentences or probation.

Have you ever been arrested for or convicted of a crime that has not been annulled by a court? Yes No

Have you been fired, dismissed or non-renewed from any job for any reason? Yes No

Have you quit a job after being notified that you would be fired, dismissed or non-renewed, or after being notified that you would be recommended for firing, dismissal or non-renewal? Yes No

Have you ever been professionally disciplined in any state? Yes No

Are you subject to any visa or immigration status which would prevent lawful employment? Yes No

If you answered “Yes” to any of the above questions, please provide a detailed explanation on a separate sheet of paper, including dates, and attach it to this application. Please print and sign your name on the sheet, and include your social security number.

PERSONAL REFERENCES

Please list three professional people who you have asked to submit letters of recommendation and who are in a position to evaluate your qualifications during the past five years.

Name and Occupation	Email Address	Phone Number
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____

Please complete the following sentence:

Students in our public schools need to learn ...

Thank you for completing this application form and for your interest in employment with us. We would like to assure you that your opportunity for employment with our schools will be based only on your merit and no other considerations.

Each applicant for employment must submit to the School District a completed Criminal History Release Authorization Form and his or her fingerprints. The School District will supply a form and fingerprint card to each applicant. The fingerprints will be utilized by local, state, and federal law enforcement agencies to research the applicant's background. Any offer of employment that the School District extends to an applicant is conditional upon the successful processing of his or her fingerprints and the receipt of criminal history and background check results that are acceptable to the School District.

**- PLEASE READ CAREFULLY -
APPLICANT'S CERTIFICATION AND RELEASE AGREEMENT**

I certify that all of the statements made by me are true, complete and correct to the best of my knowledge and belief, and are made in good faith. I understand that any misrepresentation of information shall be sufficient cause for rejecting my application, withdrawing of any offer of employment, or terminating my employment.

I hereby authorize any and all of my previous employers and/or supervisors to release any and all of my personnel records, and to respond fully and completely to all questions that officials of the School District may ask regarding my prior work history and performance. I will hold such previous employers and/or supervisors harmless of any and all claims that I might otherwise have against them with regard to statements made to the School District. I further authorize the School District's officials to investigate my background, now or in the future, to verify the information provided, and I release from liability all persons and/or entities supplying information regarding my background.

Signature of Applicant _____

Please submit a complete application package which includes the following; three letters of recommendation, college transcripts, a resume, and any other pertinent information to: Mary A. Moriarty, Superintendent of Schools, 103 Main Street, Suite 2, Meredith, NH 03253. All candidates are asked to notify us in writing if and when you sign a contract with another school district. Thank you.

DO NOT WRITE BELOW THIS LINE

Interview Yes No Date _____

Result of Interview

Interviewed By _____ Approved By _____

The School Administrative Unit No. 2 does not discriminate in its educational programs, activities or employment practices based on age, sex, race, color, marital status, physical or mental disability, religion, national origin or any other legally protected classification. This policy is in accordance with state and federal laws, including Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Sections 503 and 504 of the Rehabilitation Act of 1973, the Age Discrimination in Employment Act of 1975, the Americans with Disabilities Act of 1990 and New Hampshire RSA 354-A. Information relative to special accommodation and the designated responsible official for compliance with Title VI, Title IX, and Section 504 may be obtained by contacting the School District. If you need accommodations in completing this application, please contact the School District.

* ASHLAND - CENTER HARBOR - MEREDITH - SANDWICH *