

**UNION GROVE INDEPENDENT SCHOOL DISTRICT  
PROFESSIONAL EMPLOYMENT APPLICATION**



**Kelly Moore, SUPERINTENDENT  
P.O. BOX 1447  
11220 UNION GROVE RD.  
GLADEWATER, TEXAS 75647  
(903) 845-5509**

<b>Sherrill Ballard, Elementary School Principal (PK-6)</b>	<b>(903) 845-3481</b>
<b>Stephaney Wallace, Elementary Assistant Principal (PK-6)</b>	<b>(903) 845-3481</b>
<b>Brian Gray, JH/HS High School Principal (7-12)</b>	<b>(903) 845-5506</b>
<b>Amanda Childress, JH/HS Assistant Principal (7-12)</b>	<b>(903) 845-5506</b>
<b>Randy Davis, Maintenance Director</b>	<b>(903) 845-5682</b>

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Application for Position/Grade

***An Equal Opportunity Employer\****

Date of application _____				
<b>Personal Data</b>	Name _____ <div style="display: flex; justify-content: space-between; font-size: small; margin-top: -10px;"><span><i>Last</i></span><span><i>First</i></span><span><i>Middle initial</i></span></div>			
	Mailing address _____ <div style="display: flex; justify-content: space-between; font-size: small; margin-top: -10px;"><span><i>Street/Box</i></span><span><i>City</i></span><span><i>State</i></span><span><i>ZIP Code</i></span></div>			
	E-mail address _____			
	Home phone _____ Cell phone _____			
	Other name that may appear on records _____ <div style="font-size: x-small; margin-top: 5px;"><i>(Used for certification, reference, and criminal history record checks)</i></div>			
<b>Position Data</b>	List the position(s) for which you are applying _____			
	Credentials included with application: <input type="checkbox"/> Résumé <input type="checkbox"/> All teaching and professional certificates or licenses <input type="checkbox"/> All transcripts showing degrees <input type="checkbox"/> Retired TRS Member: Yes _____ No _____; If YES, year retired: _____ Date you can begin work _____ Have you been employed by Union Grove ISD in the past? <input type="checkbox"/> Yes <input type="checkbox"/> No If you answered yes, provide dates of employment _____			
<b>Education/Training</b>	Name and location of schools attended	Course of study and major/minor	Diploma, degree, certificate, or license granted	Year graduated <i>(College only)</i>

<b>Certification/Licensure</b>	<p><b>Certificates or Licenses Currently Held:</b></p> <p><input type="checkbox"/> None</p> <p><input type="checkbox"/> Valid Texas</p> <p><input type="checkbox"/> Valid Other State _____</p> <p><input type="checkbox"/> Texas One-Year (out-of-state/country): Expiration date: _____</p> <p><input type="checkbox"/> Other: _____</p> <p>Category/Level(s) of Certification: _____</p> <p>Areas of Specialization/Supplemental Certificates/Endorsements (as listed on certification):</p> <p>_____</p> <p>_____</p> <p>_____</p>																							
	<p>List teaching experience beginning with most recent years.</p>																							
	<b>Teaching Experience</b>	<table border="1"> <tr> <td>Name and location of school</td> <td></td> <td>Name and location of school</td> <td></td> </tr> <tr> <td>Type of assignment</td> <td></td> <td>Type of assignment</td> <td></td> </tr> <tr> <td>Dates taught</td> <td></td> <td>Dates taught</td> <td></td> </tr> <tr> <td>Principal's name and phone</td> <td></td> <td>Principal's name and phone</td> <td></td> </tr> <tr> <td>Reason for leaving</td> <td></td> <td>Reason for leaving</td> <td></td> </tr> </table>			Name and location of school		Name and location of school		Type of assignment		Type of assignment		Dates taught		Dates taught		Principal's name and phone		Principal's name and phone		Reason for leaving		Reason for leaving	
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Other Work Experience	Please provide a list of all other jobs or administrative positions you have held in the past 10 years. Attach additional sheets if necessary. Attach résumé if available.				
	Employer name and location		Employer name and location		
	Position/title held		Position/title held		
	Dates employed		Dates employed		
	Supervisor's name and phone		Supervisor's name and phone		
	Reason for leaving		Reason for leaving		
	Employer name and location		Employer name and location		
	Position/title held		Position/title held		
	Dates employed		Dates employed		
	Supervisor's name and phone		Supervisor's name and phone		
	Reason for leaving		Reason for leaving		
	References	Please list references the district can contact regarding your work history.			
Full name of reference		School district/ firm name	Mailing address	Position/title	Area code/ phone number

<b>General Information</b>	<p>Do you have a relative who serves on the Board of Education or is an employee of Union Grove ISD?</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please provide the relative's name and relationship: _____</p> <p>_____</p> <p>Have you ever been convicted of, pled guilty or no contest (nolo contendere) to, or received probation, suspension, or deferred adjudication for a felony or any offense involving moral turpitude (including, but not limited to, theft, rape, murder, swindling, and indecency with a minor)? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If yes, please state where, when, and the nature of the offense _____</p> <p>_____</p> <p>_____</p> <p>(A felony conviction is not an automatic bar to employment. The district will consider the nature, date, and relationship between the offense and the position for which you are applying.)</p>
<b>Verification</b>	<p>I hereby affirm that all information provided in this application is true and accurate to the best of my knowledge and understand that any deliberate falsifications, misrepresentations, or omissions of fact may be grounds for rejection of my application or dismissal from subsequent employment.</p> <p>I authorize the references listed on the previous page to give you any and all information concerning my previous employment and any pertinent information they may have, personal or otherwise, and release all such parties from liability for any damage that may result from furnishing the same to you.</p> <p>I understand that the district is required by Texas Education Code to review criminal history of applicants.</p> <div style="display: flex; justify-content: space-between; margin-top: 20px;"> <div style="text-align: center;"> <p>_____</p> <p>Signature</p> </div> <div style="text-align: center;"> <p>_____</p> <p>Date</p> </div> </div> <p>This application becomes the property of the district. The district reserves the right to accept or reject it.</p>

*\*Applicants for all positions are considered without regard to race, color, sex (including pregnancy), national origin, religion, age, disability, genetic information, veteran or military status, or any other legally protected status. Additionally, the district does not discriminate against an applicant who acts to oppose such discrimination or participates in the investigation of a complaint related to a discriminating employment practice.*

The district Title IX Coordinator is Kelly Moore, Superintendent, 903-845-5509