



Liberty Charter School

9955 Kris Jensen Ln. Nampa, ID 83686

Classified Applicant Information

Full Name: _____ Date: _____
Last First M.I.

Address: _____
Street Address Apartment/Unit #

City State ZIP Code

Phone: _____ Email _____

Date Available: _____ Social Security No.: _____

Position Applied for: _____

Are you a citizen of the United States? YES ☐ NO ☐ If no, are you authorized to work in the U.S.? YES ☐ NO ☐

Have you ever worked for this school? YES ☐ NO ☐ If yes, when? _____

Have you ever pled guilty, been found guilty, entered an Alford plea, entered a plea of nolo contendere (no contest), including any situation involving a withheld judgment for or associated with any crime? YES ☐ NO ☐

If yes, explain: _____

Education

High School: _____ Address: _____

From: _____ To: _____ Did you graduate? YES ☐ NO ☐ Diploma: _____

College: _____ Address: _____

From: _____ To: _____ Did you graduate? YES ☐ NO ☐ Degree: _____

Other: _____ Address: _____

From: _____ To: _____ Did you graduate? YES ☐ NO ☐ Degree: _____

References

Please list three professional references.

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

Full Name: _____ Relationship: _____
Company: _____ Phone: _____
Address: _____

Full Name: _____ Relationship: _____
Company: _____ Phone: _____
Address: _____

Previous Employment

Company: _____ Phone: _____
Address: _____ Supervisor: _____
Job Title: _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES ☐ NO ☐

Company: _____ Phone: _____
Address: _____ Supervisor: _____
Job Title: _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES ☐ NO ☐

Company: _____ Phone: _____
Address: _____ Supervisor: _____
Job Title: _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES ☐ NO ☐

Education Skills

List any job related skills that you feel will contribute to your success at Liberty Charter School:

Have you passed the Praxis Para Professional Exam: _____

Disclaimer and Signature

Have you ever been dismissed from or resigned from employment as a result of, or arising out of an allegation of sexual misconduct or harassment involving a person under the age of 18 years at the time when the alleged act occurred?

YES
☐

NO
☐

If yes, please attach a sheet that provides complete details, starting date, charge, place and action taken, etc.

Do you have any physical, emotional or mental limitation which may affect your ability to perform the position for which you have applied?

YES
☐

NO
☐

If yes, please attach a sheet that provides information pertaining to what can be done to accommodate your limitations.

I certify that my answers are true and complete to the best of my knowledge.

If this application leads to employment, I understand that false or misleading information or omission of information in my application or interview may result in refusal of or immediate discharge from employment. I also understand that employment is contingent upon investigation of any or all statements contained in this application and authorize the release of any information from persons named in this application.

In the event I am employed by Liberty Charter School, I agree to abide by all its applicable policies, procedures, rules, and regulations.

Signature: _____ Date: _____

ACCOMPANYING DOCUMENTS:

Please submit the following with your application:

- Current Resume
- Proof of having passed the Praxis Para Professional Exam (if applicable)
- Copy of Authorization for Release of Information on Past Employers

Liberty Charter School is an equal opportunity employer and does not discriminate in any educational programs or activities, admissions procedures, or employment and hiring practices.

Liberty Charter School

9955 Kris Jensen Lane
Nampa, ID 83686
208-466-7952
Fax: 208-466-7961

**AUTHORIZATION
FOR RELEASE OF
INFORMATION ON
PAST
EMPLOYMENT**

**WITH SCHOOL EMPLOYERS
IDAHO CODE 33-1210**

Idaho Law requires Applicants for any position at any Idaho public school to allow the hiring School Employer to obtain a copy of past public school employer personnel file materials and other documentation relating to the performance of the applicant when such applicant was employed by any other public school, whether in Idaho or any other state.

Before hiring an applicant for any position, Liberty Charter School must request the applicant sign this form. If the applicant refuses or fails to sign this form, Liberty Charter School is not permitted to hire the applicant for any position. This authorization does not limit any employer from seeking additional information or disclosures from any applicant.

This form:

1. Authorizes current or past public school employers of the applicant/undersigned on this form, including applicants outside of the State of Idaho, to release to Liberty Charter School all information relating to
 - a. The job performance and/or job related conduct of the applicant;
 - b. Any pending or prior investigations of the employee;
 - c. Any resignations during investigations or in lieu of contemplated disciplinary actions; and
 - d. Disciplinary actions for misconduct involving the applicant

It also authorizes these parties to make available to the hiring school copies of all documents in the previous employer's personnel file, investigative file or other files relating to the job performance of the Applicant;

2. Releases the applicant's/undersigned's current and past employers, and employees acting on behalf of the employer, from any liability for providing the above-mentioned information.

Pursuant to state law, "documentation related to the job performance or job related conduct of any employee/applicant is defined as, and may be limited by the producing district to include: all annual evaluations, letters of reprimand, letters of direction, letters of commendation or award, disciplinary actions and documentation of disciplinary investigations, recommendations for probation, notices of probation, notices of removal from probation, recommendations for termination or nonrenewal, notices of termination or nonrenewal, notices from the professional standards commission of Idaho or any other such similar state agency of action taken against an individual's certificate and any rebuttal documentation filed by the employee relative to any of the above documents." IC § 33-1210(2)(b)

§ 33-1210 RELEASE:

I understand that the above requirements are a condition of my obtaining employment with Liberty Charter School and I consent to my current and former employers, both inside and outside the State of Idaho, upon receipt of this signed authorization, to comply with Idaho law. I further consent that such authorization may be provided to Liberty Charter School via electronic means.

Signature of Applicant

Date

Printed Name of Applicant

Identifying Employee Number/Name of Applicant or other Identifying
Information for Past Employer

*Information obtained through the use of this release will be used only for the purpose of evaluating the qualifications of the applicant for employment. This information will not be disclosed in any manner other than as provided by statute.

*A copy of this release and all information obtained through use of this release will be placed into the applicant's personnel file with Liberty Charter School upon employment of the applicant, if any.

*An applicant's failure to disclose any former School employer, whether within or outside of the State of Idaho, will serve as the basis for immediate termination and, for certificated personnel, may also result in the Liberty Charter School's reporting of the individual to the Idaho Professional Standards Commission for a potential violation of the Code of Ethics for Professional Educators.

*By accepting an executed copy of this form, Liberty Charter School makes no guaranty or promise of employment to the applicant. Further, the hiring School may employ the applicant on a conditional basis pending review of information gathered pursuant to this release. Such conditional employment is not a guarantee or promise of continued employment with Liberty Charter School for any length of time or pursuant to any additional conditions.

Policy History:

Adopted on 2012.01.05

Revised on: 2026.08.19