
Instruction for All Applicants

Please return your completed application to:

Personnel Office
Onteora Central School District
PO Box 300
Boiceville, NY 12412

After review of your application, you may be called for an interview.

New York State law requires all school district employees to be fingerprinted prior to employment. The fingerprinting fee is **\$104.50** and will be reimbursed to substitute employees after they have worked 20 days.

2026–2027 SUBSTITUTE PAY RATES

POSITION(S)	RATE
Certified Substitute Teacher	\$155.00/day
Registered Nurse (RN)	\$195.00/day
Uncertified Substitute Teacher	\$120.00/day
Certified Teaching Assistant	
Licensed Practical Nurse (LPN)	\$115.00/day
Uncertified Teaching Assistant	\$105.00/day
Clerical • Food Service • School Monitor • Custodial • Bus Driver	\$17.00/hour
ONTEORA RETIREE RATES	
Certified Substitute Teacher	\$195.00/day
Certified Teaching Assistant	\$145.00/day
Clerical • Food Service • School Monitor • Custodial • Bus Driver	\$20.00/hour

Onteora Central School District is an equal opportunity employer. The Onteora Central School District does not discriminate on the basis of sex and prohibits sex discrimination in any education program or activity that it operates, as required by Title IX and its regulations, including in admission and employment.

Inquiries about Title IX may be referred to the District's Title IX Coordinator, the U.S. Department of Education's Office for Civil Rights, or both. The District's Title IX Coordinator is Stephanie Laffin, Assistant Superintendent for Curriculum and Instruction, 4166 Route 28, Boiceville, NY 12412, email: TitleIX@onteora.k12.ny.us. The contact information for OCR is [found here](#).

The District's [Nondiscrimination Policy 6120](#) and [grievance procedure](#) are available in the Onteora School District Policy Manual.

To report information about conduct that may constitute sex discrimination or make a complaint of sex discrimination under Title IX, please send an email to TitleIX@onteora.k12.ny.us. You may also refer to [Policy 3420](#), [Policy 3421](#), and [Policy 3421.1](#) which can also be found in the District's Policy Manual.

ONTEORA CENTRAL SCHOOL DISTRICT

Boiceville, New York 12412

"Excellence in Education"

Coaching Application

Position Applying for: _____ Level: _____
(Ex: Girls Soccer, Boys Track) (Ex. Varsity, JV, Modified)

Personal Information

Name: _____
Last First Middle

Other Name: _____
Provide additional information relative to a change in name, use of an assumed name or nickname,
necessary to enable a check on your work record.

Present Mailing Address: _____
_____ Telephone Number: _____

Residence Address: _____

Email Address: _____ Social Security Number: _____

Have you ever been fingerprinted to work for a school district? yes no

Have you ever been convicted of a crime? yes no

Are any criminal charges or proceedings pending against you ☐ yes ☐ no

If "yes" to either or both of the above,

explain: _____

Are you a U.S citizen? ☐ yes ☐ no

NYS Teacher Retirement System Member ☐ yes ☐ no
Is so, indicate number and tier _____

Educational /Certification

Check all boxes that apply and attach copies of certification when submitting application

- | | |
|---|--|
| ☐ NYS Certified Physical Ed. Teacher | ☐ Heat Training Certificate |
| ☐ Current First Aid Certificate | ☐ NYS Coaching Certificate |
| ☐ Current CPR/AED Certificate | ☐ Non Certified (Proof of Completed Coursework) |

Related Experience

Dates	Name and location of Employee	Nature of Experience	Total Years	Reason for Leaving

Optional Statement/Additional Information:

Please read carefully before signing:

The information submitted on this application is accurate to the best of my knowledge. I understand that falsification of any information submitted on this application shall be cause for dismissal from service.

Signature

Date



Please provide the names and contact information for three references not related to you, and attach this form to your application. Thank you!

Name: _____

Address: _____

Telephone Numbers: Home: _____ Cell: _____

Work: _____ Other: _____

Email address (optional): _____

Relationship to you: _____

Name: _____

Address: _____

Telephone Numbers: Home: _____ Cell: _____

Work: _____ Other: _____

Email address (optional): _____

Relationship to you: _____

Name: _____

Address: _____

Telephone Numbers: Home: _____ Cell: _____

Work: _____ Other: _____

Email address (optional): _____

Relationship to you: _____

I authorize you to make inquiry of personal, employment, financial, or medical history and other related matters as may be necessary in arriving at an employment decision. I understand that false or misleading information given in my application or interview may result in discharge, in the event of employment. I understand that I am to abide by all rules and regulations of the Onteora Central School District.

Signature

Date