

Southside School District

161 SE Collier Road
Shelton, WA 98584
(360) 426-8437
www.southsideschool.org



Thank you for your interest in Southside School District. The following list of items must be in place for an application to be complete for consideration.

- I. Letter of interest with brief description of your qualifications.
- II. Current Resume
- III. Application
- IV. Three confidential reference forms

If selected, additional items such as official transcripts, a disclosure statement, etc. will be required prior to a recommendation to the school board.

Southside School District does not discriminate based on race, color, national origin, sex, sexual orientation including gender expression or identity, creed, religion, age, veteran or military status, disability, or the use of trained dog guide or service animal by a person with a disability and provides equal access to the Boy Scouts of America and other designated youth groups. The notice of nondiscrimination is disseminated in the language of national origin minority parents with limited English proficiency (LEP) in the district.

Title II of the American Disabilities Act (ADA), 28 CFR 35.107

Title IX of the Education Amendments of 1972 (Title IX), 34 CFR 106.9 Section 504 of the Rehabilitation Act of 1973 (Section 504), 34 CFR 104.8 Title VI of the Civil Rights Act of 1964 (Title VI), 34 CFR 100.6

Boy Scouts of America Equal Access, 34 CFR 108.6; chapter 28A.640 and 28A.642 RCW; WAC 392-190- 60

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Certificated Application

PLEASE DO NOT RESPOND WITH "SEE RESUME"

Are you applying for: substitute _____ regular _____ part-time employment _____
(check all that apply)

Name _____ Social Security No. _____

Address _____ Phone _____

_____ Message Phone _____

Are you authorized to work for an employer in the U.S. on a full time basis? YES NO

CERTIFICATION

Do you hold a valid Washington State Certificate?

YES- Date of Expiration _____ NO – Date of Application _____

Type of Certificate(s) _____

CERTIFICATE INCLUDES THE FOLLOWING ENDORSEMENT(S):

1. _____ 2. _____ 3. _____ 4. _____

DEMONSTRATED KNOWLEDGE/EXPERIENCE

List only those areas in which you have had extensive training (i.e. Success for All Reading, Six Trait Writing etc.)

JOB PREFERENCE AND COMPETENCIES: Indicate priority by numbering choices below

Rank preferences for which you have endorsements.

___ K ___ Primary (1 – 2) ___ Primary (3-4) ___ Intermediate (5-6) ___ Middle School (7)

___ Library/Media ___ Physical Education ___ Music ___ Special Education

___ Title/LAP ___ Counselor _____

ACTIVITIES: Check those activities you can supervise or coach.

After school sports (please specify) _____

Choir_____ Drama_____ Band/Orchestra_____ Science Club_____

Homework Club_____ ASB_____ Yearbook _____ Remedial Reading_____

Remedial Math_____ Computer Club_____ Other_____

EDUCATION: Begin with the most recent						
COLLEGES AND UNIVERSITIES	DATES	MAJOR	MINOR	DEGREE	HOURS BEYOND DEGREE	DATE DEGREE GRANTED

STUDENT TEACHING/PRACTICUM			
SCHOOL AND LOCATION	GRADE/SUBJECT	DATES	NUMBER OF WEEKS

CHRONOLOGICAL WORK EXPERIENCE: Contractual teaching/administration/all other work experience—Begin with most recent—do not include substitute teaching (Use attachment if necessary)				
SCHOOL/EMPLOYER	LOCATION	DATES OF SERVICE	NUMBER OF YEARS	POSITION SUBJECT/GRADE

SUBSTITUTE TEACHING:			SUBSTITUTE TEACHING:		
SCHOOL DISTRICT	DAYS PER YEAR	YEAR	SCHOOL DISTRICT	DAYS PER YEAR	YEAR

REFERENCES: List principals/supervisors who are familiar with your work history and professional achievements (use attachment if necessary)			
NAME	POSITION	ADDRESS	CURRENT PHONE

The Southside School District #042 complies with all federal rules and regulations and does not discriminate on the basis of race, color, national origin, sex or handicap. This holds true for all district employment and opportunities. Inquiries regarding compliance procedures may be directed to the school district's Compliance Officer, Doris Bolender, 161 SE Collier Rd. Shelton WA 98584, (360) 426-8437. Accommodations during the application/interview process will be provided those with disabilities upon request within a reasonable time.

Employment is on a conditional basis pending completion of a State and National Background check with the fee paid by the applicant.

I hereby certify that the information herein is a true statement of m personal and employment record to date. Falsifying information may result in termination.

Applicant's Signature

Date

**Southside School District
Applicant Disclosure**

In accordance with RCW 43.43.830, applicants and prospective volunteers are required to complete this disclosure form.

In addition, pursuant to RCW 28A.400, applicants who have been offered regular or temporary employment in positions which will allow unsupervised access to children are required to complete a state and national fingerprint background check. Offers of employment will be made on a conditional basis and subject to an acceptable outcome of the criminal records check. **After a conditional offer of employment has been made, the state/national background check is conducted at the applicant's expense.**

Volunteers with assignments as outlined in said law will be required to complete a request to the Washington State Patrol for disclosure of any applicable charges or findings. Volunteers will be retained on the same conditional basis.

ANSWER YES OR NO TO EACH ITEM LISTED. IF THE ANSWER IS YES TO ANY ITEM, EXPLAIN IN THE AREA PROVIDED, INDICATING THE CHARGE OR FINDING, THE DATE AND COURT(S) INVOLVED.

1. Have you ever been convicted of any crimes against persons as defined in RCW 43.43.830 and listed as follows:

- Aggravated murder;
- First, second or third degree murder, assault, rape, statutory rape, child molestation;
- First or second degree kidnapping, robbery, manslaughter, extortion, criminal mistreatment; custodial interference, sexual misconduct with a minor;
- First degree arson, burglary, promoting prostitution;
- Indecent liberties; incest; vehicular homicide; communication with a minor; unlawful imprisonment; simple assault; sexual exploitation of minors; child abuse or neglect as defined in RCW 26.44.020; malicious harassment; patronizing a juvenile prostitute; child abandonment; promoting pornography; selling or distributing erotic material to a minor; custodial assault; violation of child abuse restraining order; child buying or selling; prostitution; felony indecent exposure; or any of these crimes as they may be renamed in the future.

Answer _____ If yes, explain on the back of this form.

2. Have you ever been found in any dependency action under RCW 13.34.030 (2) (b) to have sexually assaulted or exploited any minor or to have physically abused any minor?

Answer _____ If yes, explain below.

3. Have you ever been found by a court in a domestic relations proceeding under Title 27 RCW to have sexually abused or exploited any minor or to have physically abused any minor?

Answer _____ If yes, explain below.

4. Have you ever been found in any disciplinary board final decision to have sexually abused or exploited any minor or to have physically abused any minor?

Answer_____ If yes, explain below

EXPLANATION: _____

INVESTIGATION CONSENT, RELEASE OF LIABILITY AND AGREEMENT FORM

1. Pursuant to RCW 9A.72.085, I certify under penalty of perjury under the laws of the State of Washington that the **foregoing is true and correct**
2. I **Authorize the Southside School District to investigate** my personal, educational, vocational or employment history. I further authorize any former employer, person, firm, corporation, educational or vocational institution, or government agency to provide such information and I release the same from any and all liability as a result of furnishing this information.
3. I understand that any offer of **employment is contingent upon an acceptable outcome of the criminal records check and that the check is conducted at my expense.**

Printed Name

Signature

Date

**INSERT C
REFERENCE**

CONFIDENTIAL EMPLOYMENT & CHARACTER

APPLICANT: I authorize any current or former employer, person, firm, corporation, educational or vocational institution, or government agency to provide to Southside School District information they have regarding me. I hereby release and discharge those who provide information and Southside School District from any and all liability as a result of furnishing and receiving this information. I agree that references and personal information which become a part of this application will be regarded as confidential and shall not be revealed or disclosed to me.

_____ (applicant signature required)

_____ (date)

_____ (applicant print name) has applied for a classified position with the Southside School District. We ask that you carefully evaluate the applicant in terms of your professional contact with this individual either as an employee in your company or as a volunteer in your organization.

Note: Please rate the applicant in each of the following categories by comparing this individual with others of comparable training and experience	Upper 10%	Upper 25% but not Upper 10%	Upper 50% but not Upper 25%	Lower 50% but not Lowest 10%	Lowest 10%	No basis for judgement
1. Flexibility: Willingness to learn new concepts or ways of doing things. Co-operative with youth and adults.						
2. Commitment to Accomplishment: Exertion of effort to attain particular goals. A desire for producing results. Organization of ideas, time, materials, and space so accomplishment occurs.						
3. Enthusiasm: Displays overall optimism and zeal for what one is doing. Willingness to be involved. Enthusiasm develops positive interpersonal relationships with others.						
4. Clarity of Expression: Understands and correctly interprets concepts presented or discussed. Presents and discusses concepts precisely; answers questions clearly. Uses correct oral and written communication skills						
5. Integrity: Actions are consistent with stated views. Exhibits reliable follow-through on commitments. Deals with children and adults with routine honesty.						
6. Relationships: Ability and willingness to develop appropriate relationships with students and adults. Exhibits listening skills, patience, and liking for others. Shows empathy for students; is interested in their learning and welfare; is responsive to student needs; is accepting of students and has a high regard for them as they are.						
7. Multicultural: Accepts cultural and ethnic differences in students and adults.						
8. Dependability: Can be relied upon to maintain regular attendance, is punctual, and is communicative in a timely manner when personal responsibilities interfere with professional responsibilities.						
9. Modeling Appropriate Behavior: Dress, appearance, courteousness, and behavior of individual.						

Overall rating of this candidate (check one): Excellent Very Good Good Fair Poor

Comments: _____

Name of Evaluator (please print) _____ Title: _____ Telephone: (____) _____

Relationship to Applicant _____

Observation from _____ to _____ Applicants position during this evaluation period _____

Have you observed this applicant: _____ very few times? _____ equal to one year? _____ several years?

Date: _____ Signature: _____

Thank you for assisting us in evaluating this applicant. Please return completed form to: Business Office, Southside School District, 161 SE Collier Rd, Shelton, WA 98584, or Fax to (360) 426-9970.

**INSERT C
REFERENCE**

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