

**U.S.D. #249 FRONTENAC SCHOOLS  
CERTIFIED PERSONNEL APPLICATION  
208. S. CAYUGA  
FRONTENAC, KANSAS 66763**

Date of Filing Application:

(Please print or type. The application MUST be filled out in its entirety for full consideration)

Name  
(Last) (First) (Middle)

Social Security #: Email:

Present Address:  
Street City State Zip

Day Time Phone:

Cell Phone:

Type of Position Desired (Be Specific):

Do you hold a current Kansas License:  YES  NO

Endorsements & Grade Level:

Date of Availability:

# I. EDUCATIONAL BACKGROUND

Total Undergraduate Hours:

Total Graduate Hours:

Level	Name and Location of School	Dates Attended From To	Total Hours	Major Field	Degree Awarded
Graduate Work					

Under-  
Graduate  
Work

High  
School

Name of School	School District	Location	Year of Graduation

## Student Teaching Experience:

Subject / Grade Level	Dates	Institution/Location	Supervisor

Name and cell phone # of supervising teacher:

Grade point average in Major Field	Undergraduate	Graduate

Grade point average for all work	Undergraduate	Graduate

## II. PROFESSIONAL EXPERIENCE AND EMPLOYMENT HISTORY

(Please list experience in chronological order starting with last position held. Account for all periods of time including military service and any period of unemployment.) PLEASE GIVE MONTH AND YEAR.

Assignment	Dates		Name/Location of School or Organization	Supervisor Name & Phone #
	From	To		

List any college activities or honors:

Professional and civic organizations and activities:

## III. PHILOSOPHY

(In 75 words or less, address each of the topics below)

1. My philosophy of education.
2. My reason for wanting a professional education position in USD 249.
3. Approaches I employ to motivate my students.

## IV. REFERENCES

Please list the names, addresses, telephone numbers, and email address of four people who know of your professional work and/or qualification.

Name	Address	Telephone	Email	Official Position
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**VI. USD 249 DISCLOSURE STATEMENT**

The tremendous responsibility the school district has to its school children and community necessitates the following information from all applicants regarding convictions. A record of conviction does not prohibit employment; however, failure to complete this form accurately and completely may mean disqualification from consideration for employment or may be cause for dismissal if employed. Applicants must report any convictions that occur subsequent to the time they initially completed this form.

- Moral turpitude includes, but is not limited to theft, attempted theft, murder, rape, swindling, and indecency with a minor. Have you ever been convicted of a felony or misdemeanor involving moral turpitude? YES  NO   
 If yes, please explain:
- Have you ever been placed on diversion or had deferred criminal proceedings of a felony or misdemeanor involving moral turpitude? YES  NO   
 If yes, please explain:
- Have you ever been convicted, placed on diversion or, are you currently charged with any violations of law other than minor traffic violations? YES  NO   
 If yes, please explain:
- Has your administrative license or teaching license, in any state ever been annulled, suspended, or revoked? YES  NO   
 If yes, please explain:

CONVICTION OF A CRIME IS NOT AN AUTOMATIC BAR TO EMPLOYMENT. CONVICTIONS OR PENDING CHARGES WILL NOT BE USED OR CONSIDERED UNLESS THEY ARE SUBSTANTIALLY RELATED TO CIRCUMSTANCE OF THE PARTICULAR JOB.

I certify that all the information provided by me in this application is true and complete. I understand that any misstatement, falsifications, or omission of information is grounds for refusal to hire, or, if I am hired and the same is discovered thereafter, termination.

I authorize any of the persons or organizations referenced in this application to give you any and all information concerning my previous employment, education, or any other information, personal or otherwise, with regard to any of the subjects covered by this application, and I release all such parties from all liability from any damages that may result from furnishing such information to you. I authorize any background checks by any third party.

I authorize you to request, receive, and verify all information given on this application and I release you from all damages that may result from you doing so.

I authorize you to conduct a criminal background investigation using any and all methods (including fingerprinting), necessary to successfully complete such investigation and I release you from any and all liability for any damages that may result from doing so.

Furthermore, I certify that I have made true, correct, and complete answers and statements on this application in the knowledge that they may be relied upon in considering my application, and I understand that any omission, false-answered statement made by me on this application, or any supplement to it will be sufficient grounds for failure to employ or for my discharge should I become employed with the school district.

APPLICANT’S SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_