

VISION CHARTER SCHOOL

Application for Administrative Position
19291 Ward Road, Caldwell, Idaho 83605
Phone 208-455-9220/ Fax 208-455-9121
www.visioncharter.net

Provide ALL information requested and return your completed application to the address above. Other required materials to be submitted with the completed application form are:

- 1.) Copies of college transcripts**
- 2.) Three letters of recommendation**
- 3.) Resume'**
- 4.) Copy of current Idaho certificate or current certificate**
- 5.) Copies of evaluations for the last three years of teaching**

Name _____ Date _____

Address _____

City and State _____ Zip Code _____

Phone _____ Cell Phone _____

E-mail _____

Position Applying for:

1. _____ 2. _____ 3. _____

Do you hold a valid Idaho Teaching Certificate? _____ If yes, complete the following:

Title of Certificate:

Endorsements:

Date certificate issued:

Initial certification year:

If no, please explain when you plan to obtain your Idaho certificate and details regarding your current certificate.

Additional credits earned after certification. _____

Have you taken the Comprehensive Literacy Courses in Idaho? ____ _____

Have you taken the MTI Course? _____

Educational Training: (list most recent first)

College or University	Dates	Degree & Date Awarded	Major/Minor

Teaching Job Related Experience: (List most recent first - additional page if needed)

School District	Dates Inclusive	Position	Supervisor

Job References: (Please list superintendents, principals and supervisors only 4 required)

Name	Location	Title	Telephone #	Years Acquainted

Please answer the following in the space provided:

1. What instructional strategies do you use which increase student achievement?

2. How would you manage your classroom and your general discipline procedures?

3. What would a visitor to your classroom observe to indicate the instructional program is meeting students' needs?

4. What are your major strengths & weaknesses as they relate to the position?

5. How would you use technology in your day to day instruction?

6. How do you know when children are learning?

7. What does your classroom feel like when a student is redirected?

8. How do ensure the bar is kept high and those struggling are supported?

9. How do you communicate with parents to keep them involved in the learning process?

10. Why are you applying at Vision Charter School?

11. Have you ever been asked to resign, had your license revoked, suspended, denied, or surrendered, put on a growth plan or probation, had conditions placed on your license, given a letter of reprimand, resigned prior to completion of a contract, or been terminated from employment? If yes to any of these, please attach a letter of explanation outlining each situation.

CRIMINAL HISTORY BACKGROUND STATEMENT

YOU MUST CHECK YES OR NO TO EACH QUESTION BELOW.

If you answer yes to any of the following questions, please attach a letter of explanation.

- A. Have you ever been charged with or arrested for a sex-related crime? ____Yes ____No
- B. Have you ever been convicted of a sex-related crime? ____ Yes ____No
- C. Has your record ever been expunged of a prior sex offense? ____Yes ____No
- D. Have you ever been charged with or arrested for a crime involving violence or the threat of violence? ____Yes ____No
- E. Have you ever had a restraining order placed against you because of violence? ____Yes ____No
- F. Have you ever been charged with or arrested for a crime involving criminal activity in drugs? ____Yes ____No
- G. Have you had a conviction, finding of guilt, guilty plea, withheld judgment, or suspended sentences of an offense other than a minor traffic violation? ____Yes ____No (DUI and DWI are not minor and must be reported.)
- H. Have you ever been arrested for a crime for which there has not yet been an acquittal or dismissal? ____Yes ____No
- I. Have you ever resigned or been dismissed from a position, whether employment or otherwise, because of an investigation of ANY sexual misconduct or harassment of a person 18 years or younger? ____ Yes ____ No If YES, a written explanation is required.
- J. Is anyone living at Applicant's address required to register for the Sex Offender Registry? __Yes __No

I hereby certify that the information herein is a true and complete statement of my personal and professional record to date, and I give my consent to individuals involved in the screening or selection process to contact appropriate individuals and review any and all materials pertaining to this application and/or my selection. I authorize Vision Charter to release information about my employment to other districts. Falsifying information or misleading statements are grounds for immediate dismissal regardless of when falsification is discovered.

The Immigration and Reform Act of 1986 requires that Vision verify that all new employees are eligible to work in the United States. Upon employment with Vision an individual will be required to provide appropriate documentation of both employment authorization and individual identity within the first three days of employment. This verification is a condition of employment.

Vision Charter School is an equal opportunity employer/educator with a drug, alcohol and tobacco free environment. Vision Charter School does not discriminate based on race, color, religion, sex, age, disability, national origin, financial ability, parental or marital status. Equal access to employment, services and programs is available to all persons. Those applicants requiring reasonable accommodations to the application and/or interview process should notify Vision through our website.

Equal Opportunity Employer

Vision Charter School is committed to maintaining a work and learning environment free from discrimination on the basis of race, color, religion, national origin, pregnancy, gender identity, sexual orientation, marital/civil union status, ancestry, place of birth, age, citizenship status, veteran status, political affiliation, genetic information or disability, as defined and required by state and federal laws. Additionally, we prohibit retaliation against individuals who oppose such discrimination and harassment or who participate in an equal opportunity investigation.

Reference Information will not be released to the applicant.

Credentials- Each applicant is expected to request his/her transcripts to be sent to Vision Charter when application is made. It is the candidate's responsibility to submit any all documentation to support his/her candidacy for employment. Incomplete applications will not be considered

I hereby release Vision Charter School, any and all other participating or cooperating governmental units, and any and all independent contractors, officers, agents, servants, employees, and any and all other persons and entities, of whatever nature, from all liability in responding to inquiries in connection with my application.

Printed Name: _____ Signature _____ Date _____