

SPACKENKILL UNION FREE SCHOOL DISTRICT

Human Resources - 15 Croft Road
Poughkeepsie, New York 12603
(845) 463-7800

APPLICATION FOR SUBSTITUTE TEACHNG

The Spackenkill Union Free School District does not discriminate on the basis of age, race, gender, creed, color, national origin, marital status or disability in admission or access to treatment or employment in the programs and activities which it provides. Information, including complaint procedures, is available at the offices of the Superintendent to any individual who believes that his/her rights may have been violated by the District or its officials.

Name _____ Date _____

Address _____ Phone _____

City _____ State _____ Zip Code _____

Email Address _____

Are you a member of the NYS retirement system? Yes, Ret. No. _____ No

Social Security No. _____ Citizen of U.S.? Yes No

Have you had your fingerprints taken for a school district? Yes, Date _____ No

Gender (please circle) Male / Female / Non-binary / Prefer Not to Answer OR choose from drop-down menu below: TEACH ID #: _____

PREPARATION

<u>Degree</u>	<u>Major</u>	<u>Name of College</u>
_____	_____	_____
_____	_____	_____

CERTIFICATION **(MUST PROVIDE A COPY OF CERTIFICATION)**

<u>Type</u>	<u>State</u>	<u>Qualifies For</u>
_____	_____	_____
_____	_____	_____

If no certification, what are you qualified to teach? _____

TEACHING EXPERIENCE

<u>School(s)</u>	<u>Grade/Subject</u>	<u>Date(s)</u> Begin	End
_____	_____	_____	_____
_____	_____	_____	_____

PLEASE CHECK DESIRED SCHOOL(S) BELOW:

Nassau Elementary School (Gr. K-2) 7
Nassau Road
Poughkeepsie, NY 12601 463-7843

O. A. Todd Middle School (Gr. 6-8)
11 Croft Road
Poughkeepsie, NY 12603 463-7830

Hagan Elementary School (Gr. 3-5) 42
Hagan Drive
Poughkeepsie, NY 12603 463-7840

Spackenkill High School (Gr. 9-12)
112 Spackenkill Road
Poughkeepsie, NY 12603 463-7810

PROFESSIONAL REFERENCES *(Please list a minimum of 3 references - friends or relatives are not acceptable)*

Name _____ School District _____ Position _____ Email _____ Phone _____

Did you graduate from Spackenkill High School? Yes - Year _____ No

Do you have a valid license to operate a motor vehicle in New York State? Yes No

Have you ever been found guilty of charges brought pursuant to an Education Law §3020 proceeding any other disciplinary proceeding? Yes No If yes, please give the specifics of the charge(s) of which you were found guilty, the penalty you received and when the determination as to guilt and penalty were made.

Were you ever dismissed or discharged from any employment for reasons other than lack of work or funds? Yes No

Have you ever been convicted of any crime (felony or misdemeanor)? * Yes No
If yes, please explain _____

If you served in the Armed Forces of the United States, did you receive a discharge which was other than honorable? Yes No Not Applicable
If yes, please explain _____

** The District reserves the right to diligently confirm this information.*

_____ Date _____ Signature of Applicant _____

Please note that you will be notified when your name has been placed on the active substitute list. Should your phone number or availability change, please contact our office.

FOR OFFICE USE ONLY REFERENCE CHECK INFORMATION

Name _____ Comments _____ Date Contacted _____

Date Interviewed _____ Comments _____

Administrator's/Supervisor's Signature _____ Date _____

Superintendent's Signature _____ Date _____

Submitted for Board of Education Approval _____

Date of Final Clearance granted _____

OFFICE USE ONLY
Interviewed _____
Reference Ck _____
Fingerprinted _____