

Rocky Boy Schools

District 87J&L

81 Mission Taylor Road

Box Elder, Montana 59521

An equal opportunity employer
that encourages applications
from all persons, regardless of
race, religion, sex, age and
national origin or handicap.

CERTIFIED APPLICATION

FOR DISTRICT USE ONLY:

Date of application _____

Application Materials Received:

Autobiography _____

Placement File _____

Certificates _____

Interviewed by _____

Rejection letter _____

Elected _____ Accepted _____

Position _____ School _____

Creditable Years Experience _____

Degree _____ + _____ + _____
Base Credits Step

APPLICATION OF:

_____ Last _____ First _____ Middle Initial _____

Present Address _____
_____ Street _____ City _____ State _____ Zip Code _____

Telephone _____

Permanent Address _____
_____ Street _____ City _____ State _____ Zip Code _____

Telephone _____

Social Security Number _____

For what particular position are you applying for? _____

Major areas of preparation? _____

Minor areas of preparation? _____

When can you begin work? _____

Date of this application? _____

Are you currently under contract? _____

Dates of contract? _____

Referral Source _____ Advertisement _____ University Placement Center
_____ District Employee _____ Other

To the applicant: After completing this form, please return it to the Superintendent's Office
Rocky Boy School District 87J&L, 81 Mission Taylor Road, Box Elder, MT 59521

COMPLETED APPLICATION:

Name and location of school	Completed Date	Date Graduated	Semester Hours	Cumulative G.P.A.

(Note: If your work is listed in "Quarter Hours," make note of the fact.)

Major Subject(s) and Semester Hours Credit _____

Minor Subject(s) and Semester Hours Credit _____

Additional graduate credits taken since last completed degree _____

STUDENT TEACHING EXPERIENCE (Beginning Teachers only:)

Name and Location of School	Dates	Level of Experience: Subjects Taught

TEACHING EXPERIENCE:

(Do not substitute teaching, instructional aide work, or student teaching.
List only contracted teaching experience.)

Name and Location of School	Dates	Number of Years	Grades and Subjects Taught	Extra-curricular Assignments

Total Years of Certified Service (Do not count partial years.) _____
Have you had experience working with Native American students? _____ If so, please describe
the setting. _____

PROFESSIONAL DATA:

Are you working at the present time? _____ If so, where? _____

Phone _____

May we contact your references, including your present employer, for recommendations?

_____ Yes _____ No (If no, please explain). _____

Are you willing to attend and supervise school activities as assigned? _____

Will you participate willingly in committee and other professional work? _____

Please indicate areas where you have experience or ability to assist in our extra-curricular program. This includes such areas as athletics, drama, and publications.

1. _____ 2. _____ 3. _____

NOTICE TO PERSONS RELATED TO SCHOOL BOARD MEMBERS

Veteran's Preference: If you are requesting Veteran's preference under 39-29-101, MCA, please request the form when applying and provide a copy of your DD-214.

MCA 2-2-302 makes it an unlawful act of nepotism for school board members to hire a person who is related by blood or marriage within certain degrees without posting a special notice of the relationship.

Rocky Boy School board members presently are: **Theodore Russette III, Wilma Tyner, Josh Seaton, Billie Jo Coffee and Russell Gopher**. If you're related to any of these persons, please state their name and their relationship to you below:

_____	_____
Board Member	Relationship

_____	_____
Board Member	Relationship

_____	_____
Board Member	Relationship

Board Member	Relationship
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REFERENCES:

Give as references persons who are qualified to attest to your fitness for the position you seek. Include especially persons for whom you have taught and those who know your ability and character. Please list at least two references not listed in your credentials.

Name & Title of References	Name of Business or school	Address & telephone number
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CERTIFICATION:

Do you hold a valid Montana Certificate? _____ Folio Number _____

Class of Certificate _____ Level of Certificate _____

Expiration Date _____

Endorsements _____

If you do not hold a Montana Certificate, proof of application must be provided the School District before your application can be processed. Write to the Director of Certification, State Department of Public Instruction, Helena, Montana 59601, regarding your eligibility for a Montana Certificate. Furnish information to this office regarding certification as soon as you receive it from the State Department. School District 87J&L does not assume any responsibility for your certification. Failure to register your teaching certificate in the office of the County Superintendent of Schools within the first sixty days of teaching will result in the District holding any further wages until your certificate is so registered.

IMPORTANT:

Applications will not be considered eligible for consideration unless all requested information is on file. It is your responsibility to request your college or university to provide us with a transcript and placement file. Further, all information on the application form should accurately be completed. An autobiographical sketch covering your professional career should be attached.

School District 87J&L requires a background check for any criminal history. Rocky Boy School implements a drug testing policy and a smoke free campus for all employees.

I hereby authorize School District 87J&L to inquire as to my record with any or all of my former and/or current employers or references with no liability arising therefrom. I hereby guarantee the correctness of the above statements. I understand that misrepresentations or omission of facts is cause for dismissal.

Signature

Date