

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

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

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

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