



**Academic Training** (please list beginning with your most recent training)

Name of College/University and Location	Dates Inclusive	Degree or Diploma	Major	Grade Point Average

Number of semester hours in:  
 \_\_\_\_\_ Reading  
 \_\_\_\_\_ Math  
 \_\_\_\_\_ Special Education

Are you Highly Qualified per NCLB for the position you are applying for? \_\_\_\_\_(Y/N) (provide proof/copy)  
 How? \_\_\_\_\_ 24 credits \_\_\_\_\_ PRAXIS I \_\_\_\_\_ PRAXIS II  
**Please include copies of PRAXIS I/II with your application.**

**Professional Experience** (Please list, beginning with your current or most recent experience.)

Number Years	Dates (month/yr.) From/To	Position/Responsibilities	School District

**Total number of years of teaching experience** (A year is 160 days or more) (Do not count Ed Tech experience.)

**Other Relevant Work Experience and Achievements**

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**Member in Professional Organizations**

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Are you able to perform the tasks of the job for which you are applying, with or without accommodations? Yes \_\_\_ No \_\_\_. If an accommodation would be required to enable you to perform the job tasks, please describe that accommodation and how it would enable you to perform the job tasks.

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## Certification Information

Are you currently certified and endorsed **in Maine** for this position? \_\_\_ yes \_\_\_ no If yes, please supply us with a copy. If not, you must provide a copy of your conditional affidavit or correspondence from the Maine Department of Education.

Have you had your fingerprints taken as required by the Maine Criminal History Record Check? \_\_\_yes \_\_\_no  
**(Attach approval form)**

**NOTE: Candidates who do not hold Maine certification should contact the Maine Department of Education, Division of Certification and Placement, Augusta, Maine 04333, (207) 624-6603.**

## Current School District Information

Are you presently under contract to a school district? \_\_\_\_\_

If yes, when does your contract expire? \_\_\_\_\_

Name of District \_\_\_\_\_

Position \_\_\_\_\_ Immediate Supervisor \_\_\_\_\_

**References:** These should be persons qualified to give evidence of your ability to perform the responsibilities of the position you seek. Include superintendents, principals and special education directors under whom you have worked.

Name	Address	Phone number	Occupation
1. _____	_____	_____	_____
2. _____	_____	_____	_____
3. _____	_____	_____	_____
4. _____	_____	_____	_____

## Personal Data

1. Are there any co-curricular or extra-curricular activities you would be interested in leading or supporting?  
Please List: \_\_\_\_\_

2. List college activities engaged in, and any honors received before or since graduation.  
\_\_\_\_\_

3. Could you come for an interview? \_\_\_\_\_ When could you begin work? \_\_\_\_\_

4. Additional information: \_\_\_\_\_

**Background Information:** The RSU 54/MSAD 54 Board of Directors is committed to conducting a thorough screening of applicants for all positions and requires all candidates to complete the following.

Have you ever been disciplined, discharged, or asked to resign from a prior position? Yes \_\_\_\_\_ No \_\_\_\_\_

Have you ever resigned from a prior position after a complaint had been received against you or your conduct was under investigation or review? Yes \_\_\_\_\_ No \_\_\_\_\_

Has your contract in a prior position ever been non-renewed? Yes \_\_\_\_\_ No \_\_\_\_\_

Have you ever not been nominated for re-employment in a prior position or ever had your nomination for re-employment not be approved? Yes \_\_\_\_\_ No \_\_\_\_\_

Have you ever been charged with or investigated for sexual abuse or harassment of another person? Yes \_\_\_\_\_ No \_\_\_\_\_

Have you ever been convicted of a crime (other than a minor traffic offense)? Yes \_\_\_\_\_ No \_\_\_\_\_

Have you ever entered a plea of guilty or “no contest” (nolo contendere) to any crime (other than a minor traffic offense)? Yes \_\_\_\_\_ No \_\_\_\_\_

Have you ever had a professional license or certificate suspended or revoked in any state, or have you ever voluntarily surrendered, temporarily or permanently, a professional license or certificate in any state? Yes \_\_\_\_\_ No \_\_\_\_\_

If you answered YES to any of the previous questions, provide full details on an additional sheet including, with respect to court actions, the date, offense in question, and the address of the court involved. Conviction or other disposition of a crime is not necessarily an automatic bar to employment.

My signature below constitutes authorization to check my employment history, including without limitation, criminal arrest and conviction record checks, reference checks, and release of investigatory information possessed by any state, local or federal agency. I further authorize any persons, agencies, or entities that RSU 54/MSAD 54 contacts in connection with my employment application to fully provide RSU 54/MSAD 54 any information requested. I expressly waive in connection with any request for or provision of such information any claims, including without limitation, defamation, emotional distress, invasion of privacy or interference with contractual relations that I might otherwise have against RSU 54/MSAD 54, its agents and officials or against any provider of such information. Finally, I understand that information submitted in and with this application may be disclosed to a screening and/or interview committee, which may include board members, administrators, other staff, and members of the community. I give my consent to this disclosure. All application materials become the property of RSU 54/MSAD 54. None will be returned. Applications will be retained for a period of 18 months from date of receipt.

Signature \_\_\_\_\_

Date \_\_\_\_\_

How did you become aware of this vacancy? Check all that apply.

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|---|--|---|
| <input type="checkbox"/> ServingSchools.com | <input type="checkbox"/> Other on-line service | <input type="checkbox"/> RSU 54/MSAD 54 webpage |
| <input type="checkbox"/> Portland newspaper | <input type="checkbox"/> Bangor newspaper      | <input type="checkbox"/> Local newspaper        |
| <input type="checkbox"/> Posting            | <input type="checkbox"/> word of mouth         | <input type="checkbox"/> Employment agency      |

Please return this completed application and résumé materials to:

**RSU 54/MSAD 54**  
**196 W. Front St.**  
**Skowhegan, ME 04976**  
**Phone 207-474-9508 Fax 207-474-7422**  
**<http://www.msad54.org>**

**E.O.E.**

The RSU 54/MSAD 54 Board of Directors does not discriminate in the operation of its educational and employment policies and will honor all appropriate laws relative to discrimination.

Note: MSAD54 will reach out to the Maine Department of Education to inquire if any potential employee is or has ever been under investigation for a “Covered Investigation” (20-A M.R.S. §13025, Ch. 403, L.D. 1820) as part of this review.