

# CERTIFIED STAFF APPLICATION

MOUNT AYR COMMUNITY SCHOOLS  
1001 EAST COLUMBUS STREET  
MOUNT AYR, IA 50854-2299

The Mount Ayr Community School District is an equal opportunity employer and does not discriminate against any employee or applicant for employment on the basis of age, race, religion, creed, color, sex, national origin or disability.

If you have a physical or mental disability and you believe that an accommodation may be necessary in order for you to complete this application, please state the kind of accommodation which you believe is appropriate.

## 1. PERSONAL INFORMATION

Name \_\_\_\_\_ Home Phone \_\_\_\_\_  
Address \_\_\_\_\_ Office Phone \_\_\_\_\_  
City \_\_\_\_\_ Cell Phone \_\_\_\_\_  
State \_\_\_\_\_ Zip \_\_\_\_\_ E-mail \_\_\_\_\_  
Social Security Number \_\_\_\_\_

## 2. EDUCATION

List names of colleges or universities and the degrees received in order, beginning with most recent.

Institution	From/To	Degree
_____ / _____	_____ / _____	_____
_____ / _____	_____ / _____	_____
_____ / _____	_____ / _____	_____
_____ / _____	_____ / _____	_____

## 3. ADMINISTRATIVE AND TEACHING EXPERIENCE

List information beginning with current position

Position	District Name	Location	From	To	Enrollment	Salary
_____ / _____	_____ / _____	_____ / _____	_____ / _____	_____ / _____	_____ / _____	_____ / _____
_____ / _____	_____ / _____	_____ / _____	_____ / _____	_____ / _____	_____ / _____	_____ / _____
_____ / _____	_____ / _____	_____ / _____	_____ / _____	_____ / _____	_____ / _____	_____ / _____
_____ / _____	_____ / _____	_____ / _____	_____ / _____	_____ / _____	_____ / _____	_____ / _____

## 4. OTHER PERTINENT EXPERIENCE

Title	Employer	Location	# Years	From	To
_____ / _____	_____ / _____	_____ / _____	_____ / _____	_____ / _____	_____ / _____
_____ / _____	_____ / _____	_____ / _____	_____ / _____	_____ / _____	_____ / _____
_____ / _____	_____ / _____	_____ / _____	_____ / _____	_____ / _____	_____ / _____

Be sure to include an explanation of all gaps in time of employment.

**5. CURRENT STATUS**

Please answer the following questions by circling the appropriate response:

- A. Do you currently hold a valid Iowa License? YES NO
- B. Are you currently under contract with any school district for next year? YES NO
- C. Has the possibility of a contract release been discussed with your Board President? YES NO N/A

**6. REFERENCES**

Please list three (3) references who may be contacted

Name	Title	Address	Home #	Office #
_____ /	_____ /	_____ /	_____ /	_____ /
_____ /	_____ /	_____ /	_____ /	_____ /
_____ /	_____ /	_____ /	_____ /	_____ /

**7. ADDITIONAL INFORMATION**

If your answer is "yes" to any of the following, please attach an explanation

- A. Have you ever been convicted of a violation of law other than a minor traffic violation? YES NO  
The term "convicted" includes a guilty plea, a plea of nolo contendere or no contest, a deferred judgment or adjudication, and an adjudication of guilt or delinquency as a minor.
- B. In connection with your professional responsibilities, have you ever been the subject of a complaint or disciplined by a court or a licensing board of any state? YES NO
- C. Has there been any incident that could affect your ability to lead our school district? YES NO
- D. Have you ever been discharged or requested to resign from a position? YES NO
- E. Are any criminal charges or proceedings pending against you? YES NO
- F. Do you have military service that qualifies for veteran's preference under the Iowa Veterans' Preference Act (Chapter 35c of the Code of Iowa)? YES NO

**8. QUESTIONS**

Your concise and candid response to the following questions will be very important to the Administration/Board. Please respond on a separate attachment.

- A. What are your major personal attributes as an educator that may be an asset to this position?
- B. Describe your approach to measuring and improving academic achievement.

I hereby certify that the information given in this application and supplementing this application is correct and true and complete to the best of my knowledge. I understand that any omission or false answered statement made by me on this application or any supplement to it will be sufficient grounds for failure to employ or for my discharge should I become employed with the district.

I acknowledge this position is a position of public trust and I specifically authorize the Board, or its agents, to contact references to investigate my background, and to make such other inquiries as the Board in its discretion deems relevant to assess my qualification for this position. I authorize former employers, my reference or any other person contacted by the Board or its agents in investigating the merits of my application to disclose personnel records and appraisals of my performance or information about my qualifications for this position, and release them from any liability for such disclosure.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Administration Positions Only:

Communications that I have with the Board and its agents with respect to this Application are being made in reliance upon the assurances of the Board that such communications will be kept confidential. Unauthorized disclosure or making such communications available for general public examination could cause needless and irreparable injury and could discourage my application for this position. I hereby request, pursuant to Iowa Code chapter 21: (1) that my Application materials be kept confidential; (2) that my application materials be considered in closed session of the Board; and (2) that if I am interviewed, the interview and the deliberations of the Board be in closed session of the Board to prevent needless or irreparable injury to my reputation.

Signature \_\_\_\_\_ Date \_\_\_\_\_