



All applications are to be sent to:

Discovery Charter School
Mrs. Debby Perry, Superintendent/Executive Director
4021 Teale Avenue
San Jose, CA 95117

The following materials are required for a completed application packet:

1. Certificated/Classified Confidential Application and Certified Supplemental Questionnaire
2. A personal letter that includes:
 - Experience with students
 - Special talents and interests
 - Most significant event in your teaching career
 - Long-term goals
 - Qualifications and how you meet the School's Mission
3. Resume
4. Three letters of recommendation
5. Copy of California Teaching Credential
6. Copies of transcripts and CBEST results

All materials must be submitted. Incomplete applications will not be considered. We will contact you by telephone and/or email if you are selected for an interview.

PLEASE PRINT THE APPLICATION AND MAIL IT WITH THE REQUIRED DOCUMENTS ATTACHED. WE CANNOT ACCEPT E-MAILED APPLICATIONS.

AN EQUAL OPPORTUNITY EMPLOYER

Discovery Charter School is an equal opportunity employer. All positions are available to qualified applicants regardless of race, sex, sexual orientation, religion, color, national origin, ancestry, age, disability, or any other protected category pursuant to state or federal law or local ordinance. Any concerns should be reported to: Debby Perry, 4021 Teale Ave., San Jose, CA 95117, dperry@discoveryk8.org



An Equal Opportunity Employer
CERTIFICATED/CLASSIFIED CONFIDENTIAL APPLICATION

INSTRUCTIONS: Fill out completely. Type or print. This application and any attachments become the property of Discovery Charter School. In order that your application be properly evaluated it is essential that all of the following questions be answered carefully and completely.

Position desired: _____ Date of Application: _____

WOULD YOU ACCEPT: _____ Substitute Work _____ Part-time _____

Name (Please Print)			Phone No. (with Area Code):
<u>Last</u>	<u>First</u>	<u>Middle</u>	Email Address:

MAILING ADDRESS: _____
Street _____ City _____ Zip Code _____

Can you upon employment provide proof of age if under 18 years of age? YES _____ NO _____

How did you hear of this position? _____

EDUCATION: Did you receive a high school diploma? Yes ___ No ___ GED ___

High School: _____
Name _____ City and State _____

Please list in order of attendance, all education institutions attended after high school. The information on all items below should be complete and accurate. The information is used as the preliminary basis for determining salary.

Colleges/Institutions Attended	Course of Study	From (date)	To (date)	List Last Year Completed	List Type of Degree

List apprenticeship, trade, vocational, business school, or any other special training, licenses or certificates you hold which you believe to be relevant for this position: _____

Are you a current member of the State Teachers Retirement System or another retirement program? _____ If so, have you withdrawn your funds? Yes _____ No _____ If a member of another retirement program, please name: _____

NOTE: As a condition of employment, you will be required to be FINGERPRINTED, produce evidence that you are FREE OF ACTIVE TUBERCULOSIS, and furnish documentation that verifies your identity and right to work in the U.S.

	YES	NO
Has your credential ever been suspended or revoked?	_____	_____
Have you ever been convicted of a crime other than a traffic violation ?	_____	_____
Have you ever been dismissed or asked to resign from employment for misconduct or unsatisfactory service?	_____	_____
Have you ever had any professional license, degree, or privilege revoked or suspended?	_____	_____

If your answer is "yes" please provide an explanation below. Include in your description the type of offense, date and location of the offense and the disposition of the case.

The above question must be answered, irrespective of any dismissal under the provisions of 1203.4 of the Penal Code. Conviction is not an automatic bar to employment in all cases. Each case is treated individually.

CALIFORNIA CREDENTIALS:

California credentials you now hold: _____ Expiration Date: _____

California credentials for which you have applied: _____ Application Date: _____

STUDENT TEACHING OR FIELD WORK:

From (Date)	To (Date)	Subject, Grade Levels, or Area	Name and Address of Master or Cooperating Teacher	College or University	Hours (Semester or Quarter)

EXPERIENCE: List all employment beginning with your present employment and work history. Also include periods of unemployment. Use additional sheets if more space is required.

Present Employer _____ From _____ To _____
Month/Year Month/Year
 Address _____ Total _____
Month/Year
 Phone _____ Supervisor _____
 Your Title _____ Full-Time _____ Part-Time _____
 Duties _____ Last Salary _____
 _____ Reason for Leaving _____

Former Employer _____ From _____ To _____
Month/Year Month/Year
 Address _____ Total _____
Month/Year
 Phone _____ Supervisor _____
 Your Title _____ Full-Time _____ Part-Time _____
 Duties _____ Last Salary _____
 _____ Reason for Leaving _____

Former Employer _____ From _____ To _____
Month/Year Month/Year
 Address _____ Total _____
Month/Year
 Phone _____ Supervisor _____
 Your Title _____ Full-Time _____ Part-Time _____
 Duties _____ Last Salary _____
 _____ Reason for Leaving _____

Former Employer _____ From _____ To _____
Month/Year Month/Year
 Address _____ Total _____
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 Phone _____ Supervisor _____
 Your Title _____ Full-Time _____ Part-Time _____
 Duties _____ Last Salary _____
 _____ Reason for Leaving _____

Former Employer _____ From _____ To _____
Month/Year Month/Year
 Address _____ Total _____
Month/Year
 Phone _____ Supervisor _____
 Your Title _____ Full-Time _____ Part-Time _____
 Duties _____ Last Salary _____
 _____ Reason for Leaving _____

Specify any language, other than English, which you speak, read, or write: **(Check all that apply)**

	Speak	Read	Write	Fluent
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

REFERENCES: (Other than relatives or former employers)

NAME	ADDRESS	PROFESSION & PHONE NUMBER

ADDITIONAL REMARKS: Please provide details to above items and/or any further information you believe is pertinent.

I hereby certify that all statements made herein are true and correct to the best of my knowledge and belief and authorize investigation of all statements herein recorded. Any misstatements, omissions, or false statements are a cause for rejection, removal from eligibility or dismissal. I release from all liability persons and organizations reporting information required by this application.

 Signature of Applicant

 Date

Discovery Charter School celebrates diversity and is an equal opportunity employer. The School will make reasonable accommodations for applicants with disabilities. We invite and encourage highly qualified candidates with diverse cultural backgrounds to apply for posted vacancies.



Certified Supplemental Questionnaire

Please answer each of the questions listed below in a manner that demonstrates your knowledge of the topic and your writing skills.

1. Describe your background in implementing thematic, developmental learning in a classroom setting. Please be specific in what role you played and what actions you took to achieve this type of learning environment.
2. Describe the types of teaching methods you believe work best in a learning environment that promotes supporting the whole child and developing life long learners.
3. Describe the role technology plays in the learning environment and in which ways you would incorporate technology into your lesson planning?
4. Describe your experience working with parents in an education environment and what you believe is the best way to utilize parental support in a classroom.