

Brentwood Union Free School District

Richard Loeschner
Superintendent of Schools



This application should be returned to:
Human Resources Office
Brentwood Union Free School District
52 Third Avenue
Brentwood, New York 11717
(631) 434-2331

PROFESSIONAL APPLICATION

DATE: _____

Applicant's Last Name _____ First Name _____ Middle Initial/Name _____

Current Address _____

Home Telephone # _____ During working hours _____

Have you ever worked for the Brentwood Schools under a different name? _____
If so, what name: _____

Is any additional information relative to change of name or nickname necessary to check on your work record? _____
If so, explain: _____

Can you be legally employed in the United States? _____.

When will you be available to begin teaching in the Brentwood Schools? _____

If no full-time position is available at this time, would you be interested in an assignment as a:
 Permanent Substitute Per Diem Sub Adult education teacher

This application is being submitted for (indicate subject and/or grade preference):

Elementary _____ Middle School _____ High School _____
Special Ed _____ Special Services _____ Other _____

Do you have a valid NYS Teacher's Certificate? _____

If YES Professional Initial Provisional Permanent

Subject area _____ Issue date and expiration date _____

If NO: Have you taken the:

LAST? _____ ATS-W _____ CST _____
 y/n date p/f y/n date p/f y/n date p/f

Have you applied for certification? _____ Date: _____

When do you expect to be certified? _____ Type of certificate _____

What subject(s) will your certificate be valid for? _____

Have you been previously mentored? YES NO If YES, Name of School District _____

PERSONAL DATA (attach additional sheets as necessary)

Have you ever been convicted of a crime?_____ Conviction of a crime will not automatically preclude your employment and other factors will be considered as required by law. If convicted of a crime, please provide details _____

Are any criminal charges/proceedings pending against you?_____ If so, provide details _____

The applicant hereby gives permission to the Brentwood Union Free School District to conduct a records check for any conviction(s) (not an arrest) for any crime(s) or violation(s) including any traffic violation(s) and infraction(s).

SIGNATURE _____ DATE _____

Have you ever been discharged, had tenure refused, been asked to resign or had disciplinary action taken against you by your employer?_____ If so, provide details: _____

Please note that a conviction/disciplinary record will not automatically bar employment.

RELATED ABILITIES

Do you speak a language other than English? If so, which one _____

Do you read a language other than English? If so, which one _____

What is your degree of fluency? Speaking _____ Reading _____

Do you have any computer skills? If so, give details _____

Hobbies: _____

Would you be interested in coaching?_____ If so, which sport(s) _____

Do you have a coaching certification? _____

Would you be interested in supervising any extra-curricular activities? _____

If so, which ones _____

How did you learn of the Brentwood Public Schools?

Friend Newspaper ad in _____ Agency Placement Office

Other _____

REFERENCES

If a current and up to date placement folder is available, please request that it be forwarded to us and omit the enclosed reference forms. If no folder is available, list below three (3) professional references (i.e.; Superintendent of Schools, Principals, Supervisors) and one (1) personal reference. You are responsible for the completion and mailing of the reference forms by the *individuals listed below*.

PROFESSIONAL REFERENCES

NAME	TITLE	ADDRESS	TELEPHONE#

PERSONAL REFERENCE

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APPLICANT'S STATEMENT

Answer in your own handwriting only. Attach additional sheets as necessary.

Indicate here why you think your candidacy should receive favorable consideration in terms of what you can contribute to the educational program of this district.

PLEASE NOTE: Teaching Experience Credit: all newly hired teachers shall be placed on the salary schedule according to their education and experience using the following guidelines: 1-2 years teaching experience shall be equated to step 1; 3-4 years experience equated to step 2; 5-6 years experience equated to step 3; 7-8 years experience equated to step 4; 9 or more years experience equated to step 5.

I CERTIFY THAT ALL THE AFOREMENTIONED INFORMATION IN THIS APPLICATION IS TRUE TO THE BEST OF MY KNOWLEDGE. I UNDERSTAND THAT FALSE OR INCOMPLETE STATEMENTS SHALL BE SUFFICIENT CAUSE FOR DISQUALIFICATION OR DISMISSAL REGARDLESS OF THE DATE OF DISCOVERY.

DATE: _____ SIGNED: _____

THE BRENTWOOD PUBLIC SCHOOLS COMPLIES WITH THE TITLE IX GUIDELINES AND IS AN EQUAL OPPORTUNITY EMPLOYER.

THIS APPLICATION WILL BE DISCARDED ONE YEAR AFTER THE ABOVE DATE.

ACCOUNT FOR ALL YEARS FROM HIGH SCHOOL TO PRESENT TIME

(attach additional sheets as necessary)

NAME OF SCHOOL & LOCATION	DEGREE	MAJOR/MINOR
High School:		
College:		
University:		
Graduate Work:		
Other:		

PRACTICE TEACHING EXPERIENCE

Name of School & Location	Supervising Teacher	Dates	Subject(s)

FULL TIME TEACHING EXPERIENCE (list latest experience first, etc.)

School & Location	Grade/Subject	Specific reason for leaving	Dates

Name, title and telephone number of current supervisor: _____

Have you received tenure in another public school system in N.Y.S.? _____
 If so, which School District _____ Effective date _____

SUBSTITUTE TEACHING EXPERIENCE (list latest experience first, etc.)

Name & Location of School	Dates

Name, title and telephone number of supervisor: _____

RELATED PROFESSIONAL EXPERIENCE

(travel, private study, lecturing, publications, awards, membership in professional organizations, honors, etc.)

Nature of Experience	Dates

NON-PROFESSIONAL WORK EXPERIENCE (Business, Trades, Summer Occupations, Military)

Firm, Institution, etc.	Nature of work	Supervisor	Dates

Are you a member of the N.Y.S. Teacher's Retirement System? _____

If so, what is your membership number and effective date? _____

Do you belong to any other retirement system? _____

If so, which system _____