

Application for Professional Employment



Superintendent of Schools Kenmore-Town of Tonawanda UFSD

Applicant's Name: _____

Date: _____

Please submit this completed signed application (with input ready fields) along with a current resume, copies of all certificates earned in education, college placement folder containing academic transcripts, a minimum of four references and four written letters of recommendation. **External candidates must include a written reference from a member of the Board of Education and from the President of a Collective bargaining unit as two of their four.** It is the applicant's responsibility to forward all materials to the search consultant prior to the closing date.

Lynn Marie Fusco, Ph.D.
District Superintendent/CEO
Erie 1 BOCES
355 Harlem Road
West Seneca, NY 14224

Attn: Kenmore-Town of Tonawanda UFSD Superintendent Search

No Later than January 10, 2020

Kenmore-Town of Tonawanda UFSD is an equal opportunity employer and does not discriminate against any employee or applicant for employment in its programs and activities on the basis of race, color, national origin, sex, disability, or age. Further, Kenmore-Town of Tonawanda UFSD does not discriminate on the basis of religion or creed, sexual orientation, military status, genetic status, marital status, domestic violence victim status, criminal arrest or conviction record, or any other basis prohibited by state or federal non-discrimination laws.

Personal Data:

Name: _____

Present Address: _____

Town/City: _____ State: _____ Zip: _____

Phone: Home: _____ Business: _____ Cell: _____

Email Address: _____

Present Position: _____

School District Size (student population): _____

Type of District: _____ Number of Employees: _____ Budget: _____
(e.g. City, Central, UFSD, etc)

Administration: _____ Teaching: _____ Support: _____

BOCES District (if applicable): _____

An Equal Opportunity Employer



Additional Personal Information:

- Are you a citizen of the U.S.A.? Yes No
If no, are you legally authorized to remain and work in the U.S.A.? Yes No
- Have you ever served in the United States Armed Forces? Yes No
If yes, list branch _____ Dates of Service _____ to _____.
If yes, did you receive a dishonorable discharge? Yes No
If yes, please explain on a separate sheet. A dishonorable discharge is not an absolute bar to employment; other factors will affect the decision.
- Have you ever been convicted of a crime? Yes No
If yes, please explain on a separate sheet.
- Are any criminal charges or proceedings against you pending? Yes No
If yes, please explain on a separate sheet.
- Have you ever been the subject of a report for child abuse, maltreatment, or neglect? Yes No
If yes, please explain on a separate sheet.
- Have you ever been released from employment, asked to resign from employment, and/or denied permanent status/tenure? Yes No
If yes, please explain on one of the additional pages at end of this application.
- Are you a relative of any board member, administrator, or other employee of the school district to which you are applying? Yes No
If yes, Name _____ Position _____ Relationship _____

Professional Preparation: (Undergraduate and Graduate Studies)

Institution	Major/Minor	Degree

*List all certificates which you have earned in education (**PLEASE ENCLOSE COPIES**):*

Title of Certification	Date Issued	Type	State Valid In	Certification

Please Note: If you need additional space for accomplishments, special interests, etc., there are blank pages at the end of this file to use.

#Administrative Experience: *(most recent first)*

Title	Employer Contact Information	Supervisor/Reference Name and Contact Information	Dates Employed

Teaching Experience: *(most recent first)*

Subject/Name	Employer Contact Information	Supervisor/Reference Name and Contact Information	Dates Employed	Immediate Supervisor

Other Work Experience: *(most recent first)*

Firm	Address & Phone	Type of Work	Dates	Immediate Supervisor

Accomplishments: *List professional accomplishments as they relate to this position.*

--

Please Note: If you need additional space for accomplishments, special interests, etc., there are blank pages at the end of this file to use.

Special Interests: Community Affiliations - Professional Affiliations

(Affiliations which may reveal race, creed, color, national origin, marital status, disability or age are not required)

References: Provide at least four (4) references. These references should be people qualified to provide information describing your abilities for the position of Superintendent of Schools. (**See page 1 for written reference requirements.**)

Name	Present Address	Business Phone	Home Phone

What is your view of the role of the Superintendent of Schools?

Disclaimer: *Applicant's Signature and Date*

I acknowledge that the material, information, and/or other data obtained, collected or sought during the search process is the property of the Kenmore-Town of Tonawanda UFSD and may be shared with the district's consultant, Lynn Marie Fusco, Ph.D. and her duly authorized representatives engaged in the search proceedings. This information may be the subject of inquiry by the consultant to the extent permitted by federal, state or local law as he/she conducts a study of the background, experience, and educational activities of the candidates. Accordingly, I agree to release, discharge and hold harmless from any and all liability, claims, charges or causes of action to the extent permitted by law, those persons providing information about me to the district, the consultant and his/her duly authorized representatives so long as the information is related to the responsibilities, duties and/or functions of the position for which I have applied, and/or has been requested for the purpose of confirming all statements contained in this application, my resume and/or other supporting documents I have provided to the district and/or the consultant. I hereby release, discharge and hold harmless from any and all liability, claims, charges or causes of action to the extent permitted by law, the consultant and his/her duly authorized representatives for seeking such information. I understand that none of the information noted above will be available to me except as may be required under state or federal laws or regulations. I certify that all the information on this application, my resume, and/or any supporting documents is and will be complete and accurate to the best of my knowledge. I also understand that any falsification, misrepresentation, or material omission of any information contained in this application, my resume, and/or any supporting documents is cause for disqualification of my candidacy for the position, or, if hired or retained, disciplinary action up to and including dismissal.

Date

Applicant's Signature

Note: *Please use this space and/or additional pages for any additional information pertaining to this application. It is important that you reference the question or section you are addressing.*

Note: Please use this space and/or additional pages for any additional information pertaining to this application. It is important that you reference the question or section you are addressing.

Note: Please use this space and/or additional pages for any additional information pertaining to this application. It is important that you reference the question or section you are addressing.

Note: Please use this space and/or additional pages for any additional information pertaining to this application. It is important that you reference the question or section you are addressing.