

TYRONE AREA SCHOOL DISTRICT
APPLICATION for
ELEMENTARY SCHOOL
PRINCIPAL

Please type or use blue ink

Date _____

The information you supply will be treated confidentially. References will be checked for finalists only.

PERSONAL

Name _____

Address _____

Home Phone _____ Business Phone _____ Ext. _____ Email _____

Present Position _____

Availability Date _____

School District or Organization _____

Web Page Address of School District or Organization _____

Present Salary _____ Salary Requested. ("Negotiable" is not acceptable) _____

If currently employed by a school district in an Administrative or Supervisory position, please provide the following information:

Size of District's Annual Budget _____ # of Teachers Supervised _____

of Non-Certified Staff Supervised _____ # of Supervisory Staff Supervised _____

Current Pupil Enrollment _____ # of Schools Supervised _____

The Tyrone Area School District (www.tyrone.k12.pa.us) does not discriminate in its educational programs, activities or employment practices based on race, color, national origin, sex, disability, age, religion, ancestry or any other legally protected classification. This policy is in accordance with state and federal laws, including Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Sections 503 and 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, and the Americans with Disabilities Act of 1990. Applicants who have an inquiry or complaint regarding discrimination, or who need information about accommodations for persons with disabilities, should contact Cathy Harlow, Superintendent of Schools, Tyrone Area School District, 701 Clay Avenue, Tyrone, PA 16686.

The Tyrone Area School District has a Tobacco Free Environment Policy. There are no designated areas for tobacco use within Tyrone Area School District buildings, in its vehicles, or in or around other restricted areas.

CERTIFICATION

(List all areas in which you hold valid Pennsylvania and/or Out-of-State Certificate)

Area of Certification	Issuing State	Date Issued

EDUCATIONAL BACKGROUND

	School/Institution and Location	Major/Minor	Diplomas, Degrees or Credits Earned	Grade Point Average (GPA)
High School				
College/University				
College/University				
Graduate Study				
Graduate Study				

TEACHING EXPERIENCE

(other than student teaching)

[illegible]

ADMINISTRATIVE EXPERIENCE

School/Institution and Location	Dates	Title and Responsibilities	Salary

PROFESSIONAL DATA

- ◆ How, as an elementary school principal, would you address the following? Please use a separate sheet of paper for your response and attach to the application.
1. Shaping a vision of academic success for all students.
 2. Creating a positive school climate.
 3. Cultivating leadership in others.
 4. Improving instruction.
 5. Managing people, data, and processes to foster school improvement.

PERSONAL DATA

List any reasons known to you why you might be unable to perform consistently and promptly any of the duties, with or without reasonable accommodation, for the position for which you are applying.

OTHER QUALIFICATIONS

Summarize special job-related skills and qualifications acquired from employment or other experiences and/or state any additional information you feel may be helpful in considering your application; i.e., honors, awards, activities, or professional development opportunities.

This image shows a single sheet of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page. There are approximately 20 lines visible. The paper has a slight shadow on the right side, suggesting it's resting on a surface. There is no handwriting or other markings on the paper.

GENERAL BACKGROUND INFORMATION

You must give complete answers to all questions. If you answer "Yes" to any question, you must list all offenses, and for each conviction provide date of conviction and disposition, regardless of the date or location of occurrence. Conviction of a criminal offense is not a bar to employment in all cases. Each case is considered on its merits. Your answers will be verified with appropriate police records.

Criminal Offense includes felonies, misdemeanors, summary offenses and convictions resulting from a plea of "nolo contendere" (no contest).

Conviction is an adjudication of guilt and includes determinations before a court, a district justice or a magistrate, which results in a fine, sentence or probation.

You may omit: minor traffic violations, offenses committed before your 18th birthday which were adjudicated in juvenile court or under a Youth Offender Law, and any convictions which have been expunged by a court or for which you successfully completed an Accelerated Rehabilitative Disposition program.

Were you ever convicted of a criminal offense? <input type="checkbox"/> Yes <input type="checkbox"/> No	Have you ever forfeited bond or collateral in connection with a criminal offense? <input type="checkbox"/> Yes <input type="checkbox"/> No
Are you currently under charges for a criminal offense? <input type="checkbox"/> Yes <input type="checkbox"/> No	

Within the last ten years, have you been fired from any job for any reason?
☐ Yes ☐ No

Within the last ten years, have you quit a job after being notified that you would be fired?
☐ Yes ☐ No

Have you ever been professionally disciplined in any state? ☐ Yes ☐ No

*Professionally disciplined means the annulment, revocation or suspension of your teaching certification or having received a letter of reprimand from an agency, board or commission of state government, such as the Pennsylvania Professional Standards and Practices Commission.

Are you subject to any visa or immigration status that would prevent lawful employment?
☐ Yes ☐ No

Note: If you answered "Yes" to any of the above questions, please provide a detailed explanation on a separate sheet of paper, including dates, and attach it to this application. Please print and sign your name on the sheet, and include your social security number.

REFERENCES

Give at least three current references, including an individual under whom you have worked, and those whom have firsthand knowledge of your character, personality, work ethic, and administrative abilities.

Name	Position	Address	Telephone

I hereby affirm that the information provided on this application (and the accompanying resume, if any) is true and complete to the best of my knowledge and agree that falsified information or significant omissions may disqualify me from further consideration for employment and may be considered justification for dismissal from employment if I become an employee of the Tyrone Area School District.

I authorize persons, schools, current employer (if applicable), and previous employers and organizations named in this application (and accompanying resume, if any) to provide the Tyrone Area School District with any relevant information that may be required to arrive at an employment decision.

I agree that I will settle any and all previously unasserted claims, disputes or controversies arising out of or relating to my application or candidacy for employment, and/or cessation of employment with the Tyrone Area School District, exclusively by final and binding arbitration before a neutral arbitrator, which will be conducted according to the voluntary labor arbitration rules of the American Arbitration Association. By way of example only, such claims include claims under the federal, state, and local statutory or common law, such as Title VII of the Civil Rights Act of 1964, as amended, including amendments of the Civil Rights Act of 1991; the Americans With Disabilities Act; the Age Discrimination in Employment Act; the Family and Medical Leave Act of 1993; the Fair Labor Standards Act; the Pennsylvania Labor Relations Act; Title IX of the Education Amendments of 1972; the Equal Pay Act; Sections 1981 and 1983 of the Civil Rights Act; the law of contracting and the law of tort.

Signature of Applicant

Date

Please return completed application by Thursday, December 6, 2018 to:

**Ms. Cathy L. Harlow
Superintendent of Schools
Tyrone Area School District
701 Clay Avenue
Tyrone, PA 16686**

<p>PLEASE NOTE: All offers of employment are subject to verification of a negative drug test and the applicant's identity and right to work in the United States in accordance with the Immigration Reform and Control Act of 1986, as well as compliance with the requirements of the Criminal Record Check (Act 34 of 1985), the Pennsylvania Child Abuse History Clearance (Act 151 of 1994), FBI fingerprinting (Act 114 of 2006), and Arrest/Conviction Report and Certification Form (Act 24 of 2011).</p>

Unless notified otherwise, this application shall be kept on file for one year.