

# Application for Certified Employment

Lanesboro Public Schools  
100 Kirkwood St E  
Lanesboro, MN 55949  
(507) 467-2229  
lanesboroschool@gmail.com

Along with this completed Application for Certified Staff Position, please be sure to include: Letter of Application, College Transcripts, Copy of Teaching License, and three Letters of Reference.

\_\_\_\_\_  
(Last Name) (First Name) (Middle) (Date)

\_\_\_\_\_  
(Street Address) (City) (State) (Zip)

\_\_\_\_\_  
(Email) (Home Phone) (Cell Phone)

Have you ever applied for employment with us? Yes \_\_\_\_\_ No \_\_\_\_\_  
If Yes, Month & Year \_\_\_\_\_ Location \_\_\_\_\_  
Position Desired \_\_\_\_\_ Pay Expected \_\_\_\_\_

Apart from absence for religious observation, are you available for full-time work? \_\_\_\_\_  
Are you legally eligible for employment in the United States? \_\_\_\_\_  
When will you be available to begin work? \_\_\_\_\_

Is there a current or previous disciplinary action against you as a result of sexual misconduct or attempted sexual misconduct with a student? Yes \_\_\_\_\_ No \_\_\_\_\_

If you checked "Yes", please give a brief description of the pending charge:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Have you ever been convicted of a crime, felony, or misdemeanor which would substantially relate to the position you are applying for with the District or which would affect your ability to be bonded? Yes \_\_\_\_\_ No \_\_\_\_\_

If you checked "Yes", please give a brief description of the pending charge:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The School District will conduct a criminal background check on all individuals upon making a contingent job offer. No offer of employment shall become final until receipt of the results of the criminal background check from the MN BCA, the content of which is acceptable to the School District, and approval by the School Board. Conviction of a crime or arrest is not an automatic bar to employment. The District will consider the nature of the offense, the date of the offense, and the relationship between the offense and the position for which you are applying.

**Education:**

Education	School/City/State	Course of Study	Did you Graduate?	Degree
High School				
College				
College				
College				
Vocational				
Other				

**Licensure and Other Information:**

Are you presently Licensed in the State of Minnesota? Yes \_\_\_\_ No \_\_\_\_

If the above answer is No, can you be Licensed in the State of Minnesota by time of employment? Yes \_\_\_\_ No \_\_\_\_

List your Licensure Areas: 1) \_\_\_\_\_ 2) \_\_\_\_\_  
 3) \_\_\_\_\_ 4) \_\_\_\_\_

Are you currently under contract to teach at another district in the next school year? Yes \_\_\_\_ No \_\_\_\_

If the above answer is Yes, can you be released from your contract? Yes \_\_\_\_ No \_\_\_\_

List Curricular and Extra-Curricular activity assignments which you would be willing and qualified to direct:

\_\_\_\_\_

List the preferred subject area(s) you would like to teach: \_\_\_\_\_

List the grade levels you would prefer to teach: \_\_\_\_\_

**Work Experience During the Past 5 Years (List Most Recent First):**

Dates Employed	Business/ Organization	Type of Work	Reason for Leaving	Supervisor	May We Contact?

**References:**

Name	Position	Address	Phone	Relationship

**Military Experience: (Complete this section if you served in the U.S. Armed Forces)**

Describe your duties and any special training:

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\_\_\_\_\_  
(Branch of Service)

\_\_\_\_\_  
(Period of Active Duty)

\_\_\_\_\_  
(Rank at Discharge)

\_\_\_\_\_  
(Date of Final Discharge)

**Please respond to the following questions in the space provided:**

- 1) Explain why you feel you should be employed by the Lanesboro School District in preference over other candidates.
- 2) Describe a difficult situation you have dealt with as a teacher and how you dealt with the situation.
- 3) With hindsight how could you have improved your professional progress and what impact will this have in your future?
- 4) Which teacher has had the greatest influence on you and why?
- 5) What are your short and long term educational goals? Where would you see yourself in five years? In ten years?

The information provided in this Application for Employment is true, correct, and complete. If employed, any false, misleading, or omission of fact on this application may result in dismissal. I understand that acceptance of an offer of employment does not create a contractual obligation upon the employer to continue to employ me in the future.

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

District 229 does not discriminate in employment or in any of its programs and activities on the basis of race, color, creed, religion, national origin, sex, marital status, status with regard to public assistance, familial status, membership or activity in a local human rights commission, disability, sexual orientation, age or genetic information.