



Name: \_\_\_\_\_

Permanent Mailing Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Temporary Mailing Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Present Position: \_\_\_\_\_ Date of Application: \_\_\_\_\_

**Application for Employment  
Teacher/Administrator**

**Position(s) Applying For:**

\_\_\_\_\_ Classroom Teacher      \_\_\_\_\_ Administrator - (Specify) \_\_\_\_\_

\_\_\_\_\_ Counselor      \_\_\_\_\_ Other - (Specify) \_\_\_\_\_

If application for classroom teacher, complete the areas of preference below:

Elementary (grades Pre-K - 5), list grades in order of preference:

(1) \_\_\_\_\_ (2) \_\_\_\_\_ (3) \_\_\_\_\_

Secondary (grades 6 -12), list subjects in order of preference:

(1) \_\_\_\_\_ (2) \_\_\_\_\_ (3) \_\_\_\_\_

**A EQUAL OPPORTUNITY EMPLOYER**



## SKILLS

Do you hold a valid Texas Teacher's Certificate? \_\_\_\_\_ Yes \_\_\_\_\_ No      If yes, give exact title: \_\_\_\_\_

Do you meet Texas Teaching Highly Qualified Status? \_\_\_\_\_ Yes \_\_\_\_\_ No  
 If no, what further training do you need to meet highly qualified? \_\_\_\_\_

Do you hold a valid out-of-state Teacher's Certificate? \_\_\_\_\_ Yes \_\_\_\_\_ No      If yes, give exact title: \_\_\_\_\_

If you do not hold a Texas Teaching Certificate, what further college training do you need?

|   |   |                        |                        |
|---|---|------------------------|------------------------|
| Certified Teaching Fields:<br>(Check appropriate level) | _____ Secondary-Majors<br>_____ Elementary - List<br>other endorsements | (1) _____<br>(2) _____ | (1) _____<br>(2) _____ |
|---|---|------------------------|------------------------|

List other teaching fields in which you have 12 or more semester hours.

In what areas did you practice teach?

Are you presently under contract with a school district? \_\_\_\_\_ yes \_\_\_\_\_ no      If yes, will your Superintendent release you? \_\_\_\_\_

List student activities you are able to direct or sponsor:

List educational associations or professional organizations to which you belong:

List civic or service organizations to which you belong:

## TEACHING EXPERIENCE

| Give complete employment record. Show name and address of employer           | FROM | TO | Position & Grade or Subject taught | Salary              | Reasons for Leaving |
|--|------|----|------------------------------------|---------------------|---------------------|
|  |      |    |                                    |                     |                     |
|  |      |    |                                    |                     |                     |
|  |      |    |                                    |                     |                     |
|  |      |    |                                    |                     |                     |
|  |      |    |                                    |                     |                     |
| Have you previously been employed in Blanco Schools? _____ yes _____ no      |      |    | If yes, in what capacity?          | Reason for leaving: |                     |
| Have you been terminated from any position with the BISD? _____ yes _____ no |      |    | If yes, when?                      | For what reason?    |                     |

Are you related to a present BISD Board member and/or his/her spouse? \_\_\_\_\_ yes \_\_\_\_\_ no  
 If yes, to whom? \_\_\_\_\_ and what relation? \_\_\_\_\_

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**REFERENCES**

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List former employers, supervisors, principals, or superintendents who have first-hand information relative to your character, personality, scholarship, and your working ability. (Five preferred, four required.)

| Name | Position/Company | Telephone | Mailing Address |
|------|------------------|-----------|-----------------|
|      |                  |           |                 |
|      |                  |           |                 |
|      |                  |           |                 |
|      |                  |           |                 |
|      |                  |           |                 |

**CONTRACT REQUIREMENTS**

Approval as a teacher in our school system is subject to all qualifications of the Texas Education Agency and the local Board of Trustees being met. A teacher who is offered employment in the Blanco Public Schools must provide the following credentials.

1. A completed application.
2. A Texas teaching certificate valid for the grade level or subject area for which you are applying. (An application for a certificate or a permit must be filed in the Division of Teacher Education and Certification, TEA, within thirty (30) days after the teacher begins service in the school district.
3. An official, up-to-date transcript of your college work which shows your degree, date conferred, and field of major and minor preparation. (Teachers applying for emergency certificates must provide two copies of the official transcript.)
4. An original copy of your certified teaching experience on approved forms.
5. Signed contract.
6. Completion of I-9 citizenship form.
7. Criminal history inquiry.

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**EMPLOYMENT REQUIREMENTS**

1. Application completed with transcript and signature.
2. Personal interview.
3. References checked.

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**A EQUAL OPPORTUNITY EMPLOYER**

In accordance with Federal and State equal employment opportunity laws, qualified applicants are considered for all positions without regard to race, color, religion, sex, national origin, age, marital status, or any other legally protected status.

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**APPLICATION PROCEDURES**

Applications received in the Blanco Independent School District will be reviewed by the Superintendent and/or appropriate principal. References will be checked and applicants contacted for an interview as determined by the administrative staff. Applications will remain in the active file for consideration until all vacancies are filled for the current school year.

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**VERIFICATION**

I hereby affirm that all information provided in this application is true and accurate to the best of my knowledge and understand that any deliberate falsifications, misrepresentations, or omissions of fact may be grounds for rejection of my application or dismissal from subsequent employment.

I authorize the references listed on the previous page to give you any and all information concerning my previous employment and any pertinent information they may have, personal or otherwise, and release all such parties from liability for any damage that may result from furnishing the same to you.

I understand that the district is authorized by Texas Education Code §22.083 to obtain criminal history record information on applicants the district intends to employ.

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(Applicant's Signature)

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(Date)

*This application becomes the property of the district. The district reserves the right to accept or reject it. This application shall be considered active for 12 months. If you have not received a response during this time period, you may reapply or reactivate your application.*

# BLANCO INDEPENDENT SCHOOL DISTRICT

814 Eleventh Street – Blanco, Texas 78606

Phone: (830) 833-4414 – Fax:(830) 833-2019

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## CRIMINAL HISTORY RECORD INFORMATION AUTHORIZATION USER CODE: 0306E

NAME: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

CITY, STATE, ZIP CODE: \_\_\_\_\_

DATE OF BIRTH: \_\_\_\_\_ SEX: \_\_\_\_\_

SOCIAL SECURITY NUMBER: \_\_\_\_\_

DRIVER'S LICENSE NO./STATE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

### \*21.917 Access to Police Records of Employment Applicants

(a) A school district is entitled to obtain criminal history record information that relates to an applicant for employment with the district if, at the time of the request for the information, the district submits to the custodian of the information a signed statement from the employment applicant authorizing the district to obtain the information.

(b) A school district may obtain information under this section from any law enforcement agency, including a police department or the Department of Public Safety, or from the Texas Department of Corrections.

(c) A school district may use information obtained under this section only for the purpose of evaluating applicants for employment.

Added by Acts 1981, 67<sup>th</sup> Leg., p. 1867, Ch. 444, \*1m eff., Aug. 31, 1981.