



SKANEATELES CENTRAL SCHOOL DISTRICT

45 EAST ELIZABETH STREET

SKANEATELES NY 13152

(315) 685-8361

Fax (315) 685-0347



Application for Substitute Employment

Name: _____ Date: _____

Address: _____

Phone: _____

EMPLOYMENT POSITION DESIRED

Substitute Teacher:

Elementary (*what grade(s)*) _____
Middle School (*what subject(s)*) _____
High School (*what subject(s)*) _____
Special Area _____
 Art _____
 Music _____
 Library _____
 Special Education _____
 Remedial Math _____
Physical Education _____
Home Economics _____
Technology/Computer _____
Remedial Reading _____
Other _____

Other:

Clerical Aide (*what building(s)*) _____
Substitute Clerical Aide (*what building(s)*) _____
Special Education Aide (*what building(s)*) _____
Substitute Special Education Aide (*what building(s)*) _____
School Nurse (*what building(s)*) _____
Substitute Nurse (*what building(s)*) _____
Bus Aide Substitute _____

I. Teaching Certificates Held:

<i>Subjects</i>	<i>Date Issued</i>	<i>Date Expired</i>	<i>State Acquired</i>

II. Other Licenses/Certificates Held:

<i>Subjects</i>	<i>Date Issued</i>	<i>Date Expired</i>	<i>State Acquired</i>

III. **Education**

Complete all of the information requested for each institution you have intended, *including* high school.

<i>Institution</i>	<i>Address</i>	<i>Degrees/ Credits</i>	<i>Dates Attended</i>

IV. **Experience in the field to which you are applying**

Starting with your present position, please list your previous work experience below. Include any student teaching positions.

<i>Organization Name</i>	<i>Address</i>	<i>Position Held</i>	<i>Dates Employed</i>	<i>Reason For Leaving</i>

V. **References**

List below the names of three or more people we may contact. At least two of these people must be in your field. If you are currently employed, include the name of your immediate supervisor. If you are not currently employed, include the name of your most recent supervisor.

<i>Name</i>	<i>Position</i>	<i>Business Address</i>	<i>Phone Number</i>

VI. On a separate sheet of paper, please respond to the following topic: "The Role of Public Education in Preparing Students for the Future."

PLEASE ATTACH A CURRENT RESUME

**GRIEVANCE PROCEDURE FOR ANTI- HARASSMENT
AND ANTI-DISCRIMINATION
(TITLE IX, SECTION 504 GRIEVANCE POLICY)**

The Skaneateles Central School District is committed to creating and maintaining a working and learning environment which is free of discrimination and intimidation, based upon the principle that every individual is entitled to be treated with dignity and respect, and recognition that harassment and discrimination are a violation of law and the District's policy. The District strictly prohibits communication (verbal, written or graphic) or physical conduct that constitutes harassment or discrimination based on an individual's actual or perceived race, color, creed, religion, national origin, political affiliation, sex, sexual orientation (the term "sexual orientation" means heterosexuality, homosexuality, bisexuality or asexuality, whether actual or perceived), age, marital status, military status, veteran status, weight, ethnic group, religious practice, gender or disability. The District also prohibits harassment based on an individual's opposition to discrimination or participation in a related investigation or complaint proceeding under the antidiscrimination statutes. Claims of Harassment or Discrimination should be sent to: Jennifer Whipple, Director of Learning, 72 State Street, Skaneateles, NY 13152. jwhipple@skanschools.org 315-291-4339