



**Sprague School District**  
**25 Scotland Road ~ Baltic, Connecticut 06330**



Phone: 860.822.8264

Fax: 860.822.1347

**Certified Teacher Application Form**

Prefix: <input type="checkbox"/> Miss		<input type="checkbox"/> Ms.	<input type="checkbox"/> Mrs.	<input type="checkbox"/> Mr.	Email Address: _____
First Name: _____	Middle Initial: _____	Last Name: _____			
Address (Physical): _____					
Address (Mailing): _____					
City: _____	State: _____	Zip Code: _____			
Phone Number: _____			Alternate Number: _____		

Have you been fingerprinted? <input type="checkbox"/> Yes <input type="checkbox"/> No	
If Yes, when? _____	Where? _____

Please read the following before answering the next questions:

“Conviction” for this application, means a final judgement or verdict of guilty, a plea of guilty, or a plea of nolo contendere, in any state or federal court, regardless of whether an appeal is pending or could be taken. “Conviction” does not include a final judgement or verdict that has been expunged by pardon, reversed, set aside or otherwise rendered invalid. Further, you are **not required to disclose** any arrest(s), criminal charge(s) or conviction(s) the record(s) or which have been **erased under law**. Such records can include records of a finding of delinquency or that a child was a member of a family with service needs, adjudication of youthful offender status, criminal charges dismissed or nolle, or charges for which a person is found not guilty or a conviction later resulting in an absolute pardon. Further, any person whose criminal records have been erased is deemed under law never to have been arrested with respect to such erased proceedings and may so swear under oath. A history of criminal conviction(s) will not necessarily bar consideration for employment. Factors, such as the time, seriousness and nature of the offense, as well as rehabilitation, will be taken into account. Should you have any questions about answering questions on this application, or your rights concerning erased records, please contact [hr@spraguek12.org](mailto:hr@spraguek12.org).

Have you ever been convicted of a crime? If yes, please explain.  Yes  No

Are there any criminal charges pending against you? If yes, please explain.  Yes  No

Have you ever had a complaint or lawsuit against you for any action taken in the course of your employment, or for any action outside of your employment based on alleged injury, risk of injury, threatening or other misconduct toward another person? If yes, please explain.  Yes  No



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**Certified Teacher Application Form (continued)**

Are you "highly qualified" as required by the *No Child Left Behind* legislation?  Yes  No

Do you hold a valid Connecticut, or other state, teaching certificate?  Yes  No

If Yes, what state: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

If No, are you a United States citizen either by birth or naturalization?  Yes  No

If No, name of highest institution attended: \_\_\_\_\_

Major: \_\_\_\_\_ Degree: \_\_\_\_\_

Are you presently under contract?  Yes  No

Earliest date you would be available for employment? \_\_\_\_\_

**Please attach evidence of certificate status and/or graduation date.**

Work Experience			
Company / School	Address	Town / State	To / From
Position Description			
Position Description			



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**Certified Teacher Application Form (continued)**

Company / School	Address	Town / State	To / From

<b>Position Description</b>			

Company / School	Address	Town / State	To / From

<b>Position Description</b>			

<b>Other Abilities and / or Experience</b>			



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**Certified Teacher Application Form (continued)**

<b>References</b>			
List THREE references that are willing to certify to your character, ability, experience, and qualifications.			
First Name: _____	Middle Initial: _____	Last Name: _____	
Address (Mailing): _____			
City: _____	State: _____	Zip Code: _____	
Phone Number: _____	Title: _____		
First Name: _____	Middle Initial: _____	Last Name: _____	
Address (Mailing): _____			
City: _____	State: _____	Zip Code: _____	
Phone Number: _____	Title: _____		
First Name: _____	Middle Initial: _____	Last Name: _____	
Address (Mailing): _____			
City: _____	State: _____	Zip Code: _____	
Phone Number: _____	Title: _____		

<b>Nondiscrimination Statement</b>
<p>The Sprague Board of Education is an equal opportunity / affirmative action employer.</p> <p>The Sprague Board of Education does not discriminate on the basis of race, color, religion, marital status, veteran status, national/ethnic origin, age, sex, sexual orientation, or disability in its programs, activities and employment practice.</p> <p>Per The Sprague Board of Education Policy #4007-Policy Regarding Nondiscrimination, the Board will not make employment decisions (including decisions related to hiring, assignment, compensation, promotion, demotion, disciplinary action and termination) on the basis of race, color, religion, age, sex, marital status, sexual orientation, national origin, ancestry, disability (including pregnancy), genetic information, or gender identity or expression, except in the case of a bona fide occupational qualification.</p> <p align="center">The full policy is available online at: <a href="http://www.saylesschool.org">www.saylesschool.org</a></p>



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**Applicant Certification**

I certify that, to the best of my knowledge the statements I have made on this application truly represent my academic background and work experience. I understand that a DCF registry check and a state police background check will be made prior or during my employment. I also understand that misrepresentation or falsification of information may be grounds for rejection of my application and/or termination if I am employed.

\_\_\_\_\_  
 Applicant's Signature

\_\_\_\_\_  
 Date

**Unsigned applications will not be processed.**

Return completed application, current  
 resume and cover letter to:

Sprague Board of Education  
 Attention: Human Resources  
 25 Scotland Road  
 Baltic, CT 06330-1110

***\* Before hiring, all applicants must be reviewed and approved by the Superintendent of Schools \****

\_\_\_\_\_  
 Superintendent's Signature

\_\_\_\_\_  
 Date