



CHENANGO VALLEY CENTRAL SCHOOL DISTRICT

Application  
of

\_\_\_\_\_  
(Your name)

**Teacher Application**

Chenango Valley Central School District  
Binghamton, New York 13901

Position applying for: \_\_\_\_\_

Date submitted: \_\_\_\_\_

Please return this application to:

Mrs. Michelle Feyerabend  
Assistant Superintendent of Schools  
Chenango Valley Central School District  
221 Chenango Bridge Road  
Binghamton, New York 13901

**Personal Information**

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

Present Address: \_\_\_\_\_ Telephone: (\_\_\_\_\_) \_\_\_\_\_ (H)

\_\_\_\_\_ Telephone: (\_\_\_\_\_) \_\_\_\_\_ (C)

Permanent Address: \_\_\_\_\_ Telephone: (\_\_\_\_\_) \_\_\_\_\_ (W)

\_\_\_\_\_

Email Address: \_\_\_\_\_

NYS Teachers' Retirement #: \_\_\_\_\_ Tier: \_\_\_\_\_ Date of Membership: \_\_\_\_\_

High School Attended: \_\_\_\_\_



## Professional Preparation

**UNDERGRADUATE:** (please enclose official transcripts)

<u>Name/Location of Institution:</u>	<u>Dates Attended</u>	<u>Major/Minor</u>	<u>Degree</u>	<u>Date</u>

**GRADUATE:** (please enclose official transcripts)

<u>Name/Location of Institution:</u>	<u>Dates Attended</u>	<u>Major/Minor</u>	<u>Degree</u>	<u>Date</u>

List all the certificates earned in Education: (please enclose copies)

<u>Title of Certificate</u>	<u>Certificate #</u>	<u>Date Issued</u>	<u>Valid in State of:</u>	<u>Expiration Date</u>

## Teaching Experience

List all experience in chronological order:

<u>Institution/Address</u>	<u>Position</u>	<u>Start/End Date</u>	<u>Salary</u>

Salary Requirements: \_\_\_\_\_ Date Available to Start Employment: \_\_\_\_\_



### Tenure

Have you ever been granted tenure? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, please indicate \_\_\_\_\_  
Name of School District Date Tenured Tenure Area

Have you ever been denied tenure? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, please explain \_\_\_\_\_

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

### Work Experience (other than teaching)

List all experience in chronological order:

<u>Employer/Address</u>	<u>Position</u>	<u>Start/End Date</u>	<u>Salary</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

### Extracurricular Activities

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

Activities you can direct (such as chorus, dramatics, publications, clubs, curriculum planning, playground, athletics, etc.):

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

### Other Information

Have you ever been convicted of a misdemeanor or felony? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, please explain \_\_\_\_\_

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



## References

*(Required)*

State the names of persons who, during the past five years, are knowledgeable as to your educational experiences. May we contact these people now? \_\_\_\_\_

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

Institution \_\_\_\_\_

Address \_\_\_\_\_

Phone (H) ( ) \_\_\_\_\_ Phone (W) ( ) \_\_\_\_\_

Email: \_\_\_\_\_

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

Institution \_\_\_\_\_

Address \_\_\_\_\_

Phone (H) ( ) \_\_\_\_\_ Phone (W) ( ) \_\_\_\_\_

Email: \_\_\_\_\_

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

Institution \_\_\_\_\_

Address \_\_\_\_\_

Phone (H) ( ) \_\_\_\_\_ Phone (W) ( ) \_\_\_\_\_

Email: \_\_\_\_\_

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

Institution \_\_\_\_\_

Address \_\_\_\_\_

Phone (H) ( ) \_\_\_\_\_ Phone (W) ( ) \_\_\_\_\_

Email: \_\_\_\_\_



It is the policy of the Board of Education to require a pre-employment physical examination for each teacher who accepts a probationary appointment in Chenango Valley Central School District. Examination may be done by the school physician or the family physician. Upon employment as well, all staff members are required to have a tuberculin test or a chest x-ray. The results of these tests and the report on the pre-employment physical are to be filed with the Chief School Physician.

In order to legally employ a school teacher who does not have the required professional education courses and who is not well on his/her way toward a Master's Degree, a school district must certify that it is unable to obtain the services of a teacher who possesses a New York State Certification. Obviously, this limits the possibility of employment of a teacher who is not certified. Applications from uncertified teachers will, however, be kept in our active file to be used in the case of a certified teacher not being available.

The Civil Rights Act of 1964 prohibits discrimination in employment practice because of race, color, religion, sex, national origin, or handicap. PL 90-202 prohibits discrimination because of age. The New York Human Rights Law prohibits discrimination because of sex.

The Chenango Valley Central School District does not discriminate on the basis of sex in the educational programs or activities which it operates, and it is required by Title IX of Education Amendments of 1972 not to discriminate in such manner. This policy of non-discrimination includes the following areas: recruitment and appointment of employee, employment pay and benefits, counseling services for students, access by students to educational programs, course offerings and student activities.



I hereby acknowledge that I have been informed by **Chenango Valley School District**, my employer, that as a “teacher” not currently a member of the New York State Teachers’ Retirement System who is or will be rendering less than full-time service for the \_\_\_\_\_ school year, I may, as a matter of right, join the New York State Teachers’ Retirement System. I further acknowledge that I understand under present law if I elect to join the New York State Retirement System, I must complete a Retirement System membership application which must be filed with the Retirement System in order to be effective. As a result of joining the Retirement System, I will be required to contribute, pursuant to Chapter 504 of the Laws of 2009, 3.5% of my salary to the Retirement System.

If I join the System, my beneficiary will be protected by a death benefit should I die in service after I have been credited by the System with one year of service. Upon meeting eligibility requirements, I will be entitled to a lifetime pension at age 55 or a disability pension at an earlier age if I become permanently and totally disabled from gainful employment.

I also understand if I do not elect to join, I may be unable to obtain credit at a later date for service rendered during the period I was not a member.

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Signature

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Date



## Teacher Application Checklist

### Required documents:

- Cover letter
- Resume
- Completed application
- Certifications (Copies of actual certificates and a printout of issued certificates from TEACH)
- Transcripts (Copies accepted with application until original transcripts are received)
- Letters of recommendation

\*\* Applications will not be processed without required documents.