

ASSISTANT PRINCIPAL APPLICATION

FOR
UNIFIED SCHOOL DISTRICT #373
Newton, Kansas 67114



Name of Applicant: _____

Note to Applicant: Before your application papers can be screened for possible interviewing, our Personnel Office must have:

- A. This fully completed application form.
- B. A complete, up-to-date set of credentials.
- C. Transcripts of all undergraduate and graduate coursework.

Please complete this application form and return it to:

Dr. Michael Clagg, Assistant Superintendent of Human Services
Newton Public Schools
USD #373
308 E. First Street
Newton, Kansas 67114
316-284-6205 (office)
316-284-6228 (fax)

Newton U.S.D. #373 is an Equal Opportunity Employer

ADMINISTRATIVE APPLICATION

NEWTON UNIFIED SCHOOL DISTRICT NO.373
NEWTON, KANSAS 67114

A. PERSONAL

Name _____
Last First Middle Initial

Address _____
Street City State Zip Code

Home Phone (____) _____ Business Phone (____) _____

Mobile phone: _____ E-mail _____

Are you currently under contract? _____ Date Available _____

B. Educational Background: College and University

1. Undergraduate _____ Degree _____ Major _____

Date Conferred: _____

2. Graduate _____ Degree _____ Major _____

Date Conferred: _____

3. Graduate _____ Degree _____ Major _____

Date Conferred: _____

C. Professional Experience:

Name of School & Location Dates Nature of Work

D. References (List first those with whom you have worked most recently)

Name Position Address Phone

E. Licensure Information

Does your current certificate/license include endorsement for the position for which you are applying?

If not, explain: _____

F. Your answers to the following questions will be considered carefully as applicants are screened for interviews and final selection. (Please use extra box below, if needed.)

1. Please discuss your experiences in developing curriculum and enhancing instruction.
2. Discuss your involvement in the Quality Performance Accreditation process.
3. What experience do you have with management of students, including discipline?
4. What have you done to further your school or district public relations?
5. Discuss your level of competency with technology.
6. What qualities do you look for in the selection of teachers?
7. What are your long-term goals in education?
8. Please write a brief statement outlining what you believe are the most significant professional strengths you would bring to this position.

Have you ever been convicted of a crime other than a minor traffic violation? If yes, please list and explain. (Convictions will not be an absolute bar to employment)

I certify that the information contained in this application is true and correct and that any falsified information will be a basis for termination.

Signature

Date

I do hereby give my consent for the Newton school district to check references, verify information on the application, and conduct a criminal history records check with the Kansas Bureau of Investigation.

Signature

Date

NOTICE OF NONDISCRIMINATION

Compliance with Title IX of the Education Amendments of 1972, Pub. L. 92-318 as amended by section 3 of Pub.L. 93-568,88 Stat. 1855. The Newton Unified School District #373 is an Equal Opportunity Employer and does not discriminate on the basis of race, color, national origin, sex, age, or handicap in admission or access to, or treatment or employment in its programs and activities. If you have questions regarding the above, please contact:

Assistant Superintendent of Human Services
308 E. 1st Street
Newton, KS 67114
Telephone – (316) 284-6205
(Title IX Coordinator)
(Section 504 Coordinator)

OFFICE USE ONLY

START DATE _____ DEGREE _____ FTE _____

CERTIFIED? YES NO STEP _____ ASSIGNMENT _____

STARTING SALARY/WAGE RATE _____

BUILDING ASSIGNMENT _____ SUPERVISOR _____