



Areas of Competency: Indicate the areas you would feel comfortable substituting.

Elementary

Secondary

Office

Grades: \_\_\_\_\_

Grades: \_\_\_\_\_

\_\_\_\_\_

Grades \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Subjects \_\_\_\_\_

Subjects: \_\_\_\_\_

Subjects: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

How much notice do you need to substitute? \_\_\_\_\_

References: Give at least three - not relatives.

(Please list daytime phone where reference may be reached.)

NAME	ADDRESS	DAYTIME PHONE

Have you ever been charged with a criminal offense other than a traffic violation: \_\_\_\_\_ Yes \_\_\_\_\_ No If yes, please explain:

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

**Results of a state mandated background check could effect continued employment as a substitute teacher.  
(There is a fee of \$40.00 charged by the State Department of Education for a background check and a  
fee of \$5.00 charged by the Shelley Police Department to do the fingerprinting.)**

**Upon board approval, you will be required to be fingerprinted and pay the \$40 processing fee  
to the district and the \$5.00 fingerprinting fee to the Shelley Police Department.**

I certify that the answers given to the foregoing questions and statements are true and correct, without mental reservation of any kind, and I authorize Shelley Joint School District No. 60 to verify them. I authorize any reference checks of those listed as well as any other references.

Applicant's Signature

Date signed

Dear Applicant: You will need to have an interview with one of the principals in the school district. After the interview and when the form is complete please return it to the district office. It will then need to be approved at the regular monthly school board meeting before you can be placed on our sub-list. Thank you.

Interviewer's comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date: \_\_\_\_\_ Principal's Initials: \_\_\_\_\_ Reference checked by DO \_\_\_\_\_