

VAUGHN NEXT CENTURY LEARNING CENTER



APPLICATION FOR EMPLOYMENT

Please download and save in your documents. Then email to rromero@myvaughncharter.com

Vaughn Next Century Learning Center does not discriminate on the basis of race, religious creed, color, ethnic or national origin, ancestry, citizenship status, uniformed service member status, physical disability, mental disability, medical condition, marital status, sex, pregnancy, age, sexual orientation, gender identity, or any other protected basis under the law. Equal opportunity shall be provided to all employees and applicants in every aspect of personnel policy and practice. Vaughn does not discriminate against persons with disabilities who, with reasonable accommodation, can perform the essential functions of the job in question.

APPLICANT INFORMATION

SOCIAL SECURITY NUMBER (XXX- XX -XXXX)	<input type="text"/>
DATE OF BIRTH -	<input type="text"/>
NAME:	<input type="text"/>
	Last First Middle
ADDRESS:	<input type="text"/>
	Street City State Zip Code
HOME PHONE	<input type="text"/>
CELL PHONE	<input type="text"/>
EMAIL:	<input type="text"/>
EMERGENCY CONTACT:	<input type="text"/>
PHONE NUMBER:	<input type="text"/>

POSITION APPLYING FOR:

Full Time	Part Time	Substitute	Date you can start:	<input type="text"/>
Position Title:	<input type="text"/>			
<i>If applying for teaching position, what subject field and/or grade level do you teach?</i>				
Subject Field:	<input type="text"/>			
Subject Field:	<input type="text"/>			

QUESTIONNAIRE:

1. Are you legally eligible to work in the U.S? Yes No
(If hired, you will be required to produce evidence)

2. Do you have a valid driver's license? Yes No

If yes, Drivers license number: State:

Expiration date:

3. Are you under contract with another school district? Yes No District:
4. Did you serve in the Armed Services? Yes No

RETIREMENT SYSTEMS:

1. Have you previously contributed to STRS or a member of STRS? Yes No
2. Are you currently retired or receiving STRS benefits? Yes No
3. Have you previously contributed to PERS or a member of PERS? Yes No
4. Are you currently retired or receiving PERS benefits? Yes No

If yes, Start date: _____ End Date: _____.

CREDENTIAL INFORMATION

State	Type	Subject Field	Expiration Date

EDUCATION

COLLEGE/UNIVERSITY	STATE/COUNTRY	MAJOR	DEGREE CONFERRED	DATES:	
				FROM MO/YR	TO MO/YR

PAID TEACHING EXPERIENCE/PAID EMPLOYMENT: List all experiences in chronological order beginning with the most recent first

SCHOOL/EMPLOYER	COMPLETE MAILING ADDRESS	PRINCIPAL/SUPERVISOR	GRADE LEVEL(S)	SUBJECTS	DATES	
					FROM MO/YR	TO MO/YR

1. Have you ever had a credential, application, permit, license, or other document authorizing public school service or teaching suspended, revoked, voided, denied and/or otherwise rejected for cause in California or any other state or place?
Yes No Not Applicable
2. Have you ever resigned from or otherwise left public or private school employment to avoid investigation for alleged misconduct and/or dismissal in California or any other state or place?
Yes No Not Applicable
3. Have you ever been dismissed from or not re-employed with a public or private school while holding a teaching or other position/s?
Yes No Not Applicable

4. Are you now the subject of any inquiry, disciplinary action, review or investigation, in any school district, by a teacher-licensing agency, or in the courts of California or any other state in connection with any alleged misconduct?

Yes No Not Applicable

5. Is any adverse action now pending against a credential or permit which you hold and which authorizes public school service or teaching in California or any other state?

Yes No Not Applicable

6. "I understand that, before I may be assigned to a Vaughn Next Century Learning Center position, I must meet the health standards required by the State of California. This includes a test for tuberculosis (must be determined through a Mantoux tuberculin skin test) pursuant to Education Code 49406 and certification from a licensed physician that my health meets state standards, in accordance with Education Code 44839, to perform in the position for which I am applying. I further understand that this is at my own personal expense."

7. "I understand that in order to teach at Vaughn Next Century Learning Center, it is necessary to hold or be eligible for a valid teaching credential issued by the Commission on Teaching Credentialing, Sacramento, California."

(Credentialed Employees Only)

"I hereby certify that I have completed this application accurately and that I have read the statements above. I authorize Vaughn Next Century Learning Center to obtain information concerning me from current and former employers and any other persons I have given as references. I agree to go the necessary fingerprinting and background check at my expense to verify information that Vaughn Next Century Learning Center is required by law to obtain. I released all concerned from liability in connection therewith. I understand that incomplete or false statements may disqualify me from employment with Vaughn Next Century Learning Center."

Signature: _____

Date: _____

Print Name: _____

VAUGHN NEXT CENTURY LEARNING CENTER

OATH OF ALLEGIANCE OR SUPPORT

(Required by Section 3 of Article XX of the Constitution of the State of California)

"I, _____
Print Complete Name

Do solemnly swear (or affirm):
(Check appropriate portion following)

(For those who are U.S. Citizens)
That I am a citizen of the United States of America; that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California: that I take this obligation freely, without mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter."

(For those who are not U.S. Citizens)
That I am not a citizen of the United States of America; that I will support the institutions policies of the United States of America during the period of my sojourn in the State of California; that I take this obligation freely without mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter."

Executed this _____, 20____. At _____, California.
Date City

I certify (or declare) under penalty of perjury that the foregoing is true and correct.

Name _____
Handwritten Name

Home Address _____
Street and Number

City State Zip Code

VAUGHN NEXT CENTURY LEARNING CENTER

STATEMENT ACKNOWLEDGING LEGAL REQUIREMENTS AND DISTRICT POLICY CONCERNING CHILD ABUSE REPORTING

Section 11166 of the California Penal code applies to certificated employees, health practitioners, school police, and all employees of child care centers. This law also applies to instructional aides, teachers' aides, teachers' assistants, and classified employees who have been trained in the duties imposed by this law and this training has been warranted to the state. These employees are considered to be mandated reporters. Any one of these specified employees who knows or reasonably suspects that a child has been a victim of a child abuse incident must

1. REPORT THE INCIDENT TO A CHILD PROTECTIVE AGENCY (LAW ENFORCEMENT – NOT SCHOOL POLICE – OR THE DEPARTMENT OF CHILDREN SERVICES) IMMEDIATELY BY TELEPHONE, AND
2. SEND A WRITTEN REPORT OF THE INCIDENT TO THE SAME AGENCY WITHIN 36 HOURS

Although the Penal Code obligation to report applies to certain school employees only, IT IS THE POLICY OF VAUGHN NEXT CENTURY LEARNING CENTER THAT **ALL** EMPLOYEES SHALL COMPLY WITH THE LAW'S REPORTING PROCEDURES WHENEVER THEY HAVE KNOWLEDGE OF OR OBSERVE A CHILD IN THE COURSE OF THEIR EMPLOYMENT WHOM THEY KNOW OR REASONABLY SUSPECT TO HAVE BEEN THE VICTIM OF CHILD ABUSE.

Any employee who within the course of his/her employment makes a report consistent with this policy will be defended by Vaughn Next Century Learning Center against any actions or claims that may be made as a result of the report. Vaughn Next Century Learning Center will also pay all expenses associated with such defense. Any failure to comply with this policy may subject an employee to school disciplinary action and personal, professional, civil and/or criminal liability.

Your signature below certifies that you have knowledge of the foregoing provisions concerning child abuse reporting and **that you will comply with them.**

Name: _____ Signature: _____
(Print) Last, First, Middle

Employee Number: _____ Position: _____ Status: _____

A copy of this statement will become part of your personnel and work files.
*Legislation in 1988 has established that school police is **not** a child protective agency that reports made to school police are **not** means of complying with the law.

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NOTICE TO ALL EMPLOYEES – DRUG FREE AND ALCOHOL – FREE WORKPLACE

The federal government recently adopted various anti-drug regulations that require employers, including school district, to take certain measures to ensure that the workplace is free from illicit drugs and alcohol. These regulations are included in the Drug – Free Workplace Act which took effect on March 18, 1989, and the Drug-Free Schools and Communities Act Amendment which took effect on October 1, 1990.

As required by these acts, Vaughn Next Century Learning Center hereby notifies its employees as follows:

1. The unlawful manufacture, sale, distribution, dispensing, possession or use of illicit drugs and alcohol is prohibited in any and all workplace areas;
2. Violation of paragraph 1 by any employee will result in appropriate administrative or disciplinary action, including, but limited to, written reprimand, suspension, termination, and/or the requirement for satisfactory participation in and completion of a drug and alcohol abuse assistance or rehabilitation program;
3. Employees are required to notify the Human Resources and Personnel Committee of any criminal drug and alcohol statute conviction for a violation occurring in the workplace no later than (5) days after such conviction;
4. Within thirty (30) days of receiving the notice required by paragraph 3, Vaughn Next Century Learning Center shall take appropriate administrative or disciplinary action, as specified in paragraph 2.

Employee's Signature

OFFICE USE ONLY

EMPLOYMENT CLEARANCE	VERIFIED BY	DATE
Employment Eligibility		
Fingerprinting and Background check		
Current TB Test and Health Records		
Valid Teaching Credential		Exp date: