



LATHROP R-II SCHOOL DISTRICT SUBSTITUTE TEACHER APPLICATION

Date: _____

Name: _____
(Last) (First) (Middle)

Social Security # _____

Address: _____
(Street/PO Box) (City) (State) (Zip)

Telephone: _____

Education Record: College Attended	Years Attended	Date Graduated	Degrees Attained	Under/Grad Hours	Total Credit Hours
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

Personal Reference (Include local if possible)

Name

Address

Telephone #

_____	_____	_____
_____	_____	_____
_____	_____	_____

Work Experience (Employment During High School, College, After Graduation, etc.)

Business Name

Supervisor/Owner

Dates Employed

Reason for Leaving

_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

EMERGENCY CONTACT PERSON: Name: _____ Telephone: _____

Address _____

Please attach the following documents:

_____ Missouri Teaching certificate or current copy of Missouri Substitute Teaching Certificate, if available.

_____ A copy of transcript showing 60+ credit hours from an accredited college/university is attached or now on file with district.

_____ A crime check is a requirement of the Missouri Substitute Teacher Certification process. Attach a copy of the **both sides completed and signed** Criminal Background Check form

I am willing to work in the following areas: High School _____ Middle School _____ Elementary _____ Special Services _____

Please turn over and read and complete the back of this application.

Have you ever been arrested for, charged with, pled guilty or nolo contendere (no contest) to, entered an Alford plea regarding, or been convicted of any type of felony or misdemeanor offense? Have you had any other type of offense involving driving while intoxicated (DWI) or driving while under the influence (DUI)? Have you ever had any type of record "expunged" or have you ever been issued a "suspended imposition of sentence" for any felony or misdemeanor? If so, please explain.

Have you ever been convicted of, or plead guilty to, any crime involving inappropriate contact with children? If so, explain.

AGREEMENT – I hereby certify to the best of my knowledge that the preceding information is true, accurate and complete. Any misrepresentation or willful omission of facts shall be sufficient cause for disqualification of my application or termination of my employment. I hereby authorize a release of information in connection with my application for employment. If I am chosen as the candidate to fill the position for which I am applying, I understand that according to Missouri State Law an FBI Background check will be run. My employment will be based upon the results of the background check. I will be responsible for the fee for the FBI check, and if employed, will be reimbursed.

(applicant signature) (date)

MAIL OR E-MAIL APPLICATION AND SUPPORTING DOCUMENTS TO:

**LATHROP R-II PUBLIC SCHOOLS
700 EAST STREET
LATHROP, MO 64465**

**E-Mail ADDRESS:
MulePride@Lathrop.k12.mo.us**

Telephone: 816-740-3861

Website: schoolweb.missouri.edu/lathrop.k12.mo.us

AN EQUAL OPPORTUNITY EMPLOYER



LATHROP R~II SCHOOL DISTRICT

700 East Street Lathrop, Missouri 64465

Distinction in Performance

DR. CHRIS BLACKBURN, SUPERINTENDENT

Phone: 816-740-3861 Fax: 816-528-7514

CAUTION

You must answer every question on the application accurately and completely.

You will not be hired if you provide false or incomplete information.

You will be dismissed if the false or incomplete information is discovered after you are hired.

Under Missouri law, the School District can and will receive complete criminal records for all applicants.

Under Missouri law, the School District will receive information about both open and closed criminal records.

If you have ever been told by an attorney, law enforcement officer, or any other person

That you do not have to report an arrest, charge, suspended sentence, conviction,

Or any other type of criminal record

-whether open or closed-

on an employment application,

that advice does not apply to employment with school districts.

**You must report every open or closed criminal record
on your application to this School District.**

You will not be excluded from employment solely because you report an open or closed criminal record. The School District will review the information you provide with respect to type and date of offense, relationship to the job for which you are applying, and other relevant information and determine what, if any, effect the record should have on your request for employment.

**However, failure to report any criminal record – whether open or closed-will result in
exclusion from hiring or discharge if you have already been hired.**

If you are not sure whether something should be reported on the application, you must report it.

The School District cannot accept reasons such as an applicant forgot about an arrest or offense, or that the applicant did not know he or she was “actually arrested.”

Dr. Chris Blackburn, Superintendent