

Lake County School District R-1



Human Resources
 328 West 5th Street
 Leadville, CO 80461
 719-486-6800 FAX: 719-486-2048

LAKE COUNTY
 PANTHERS

PLEASE TYPE OR PRINT

DATE _____

Substitute Teacher Application

PERSONAL DATA	Name _____				
	Last	First	M.I.		
	Email: _____				
	Address _____				
	Number & Street	City	State	Zip	
	Phone Number _____ / _____				
	(cell)	(home)			
ASSIGNMENT	What grade level(s) / subject area(s) are you able to teach? _____				
	Circle all schools in which you would like to substitute:				
	High School 7-12	Intermediate School 3-6	Elementary School K-2		
	Would you be willing to assume a position that might last several weeks? <input type="checkbox"/> Yes <input type="checkbox"/> No				
	Several months? <input type="checkbox"/> Yes <input type="checkbox"/> No				
EDUCATION & LICENSE	EDUCATION				
	List colleges or universities attended, and the degrees and certificates received				
	College or University (Name & Address)	ATTENDED from to	DEGREE & DATE	Major	Minor
	Please include a copy of your current teaching certificate				
	State	Type (Certificate, License or Endorsement)	Date Issued	Expiration Date	
HAVE YOU ALREADY APPLIED FOR A COLORADO SUB LICENSE? YES _____ NO _____					
DATE APPLIED _____					

List Most Recent First		May we contact your present employer? <input type="checkbox"/> Yes <input type="checkbox"/> No	
EMPLOYMENT HISTORY	Employer _____	Employed	Duties and Responsibilities
	Address _____	from	
	Position _____	_____	
	Supervisor _____	to	
	Reason for leaving _____	_____	
	Phone # _____		
EMPLOYMENT HISTORY	Employer _____	Employed	Duties and Responsibilities
	Address _____	from	
	Position _____	_____	
	Supervisor _____	to	
	Reason for leaving _____	_____	
	Phone # _____		
EMPLOYMENT HISTORY	Employer _____	Employed	Duties and Responsibilities
	Address _____	from	
	Position _____	_____	
	Supervisor _____	to	
	Reason for leaving _____	_____	
	Phone # _____		
REFERENCES	Please list three people qualified to comment on your abilities and your experience:		
	Name	Address	Position
	_____	_____	_____
	_____	_____	_____

I certify that all information provided on this application is correct and complete, to the best of my knowledge, and understand that employment is contingent upon its accuracy. I further understand that I will not receive payment for substitute teaching services unless the proper payroll forms have been completed and received by the Human Resource Office.

Signature _____ Date _____

The Lake County School District complies with all ADA requirements and will offer reasonable accommodations to any employee meeting the criteria. Please contact HR Director for requests. The Lake County School District does not discriminate on the basis of race, color, national origin, sex, or disability in its programs or activities. A lack of English skills will not be a barrier to admission or participation. The following person has been designated to handle inquiries regarding the nondiscrimination policies: Kathleen Fitzsimmons, HR Director, 328 W. 5th Street, Leadville, CO 80461; 719-486-6811 or kfitzsimmons@lakecountyschools.net

NOTE: Continuing substitute teachers must contact the Human Resources Office to remain active.