

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

Substitute Teacher Application

DATE _____

P E R S O N A L D A T A	Name _____			
	Last _____		First _____	
	M.I. _____			
	Email: _____			
A S S I G N M E N T	Address _____			
	Number & Street _____		City _____	State _____ Zip _____
	Phone Number _____ / _____			
	(cell) _____		(home) _____	
E D U C A T I O N & L I C E N S E	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? _____ Yes _____ No Several months? _____ Yes _____ No			
E D U C A T I O N & L I C E N S E	EDUCATION List colleges or universities attended, and the degrees and certificates received			
	College or University (Name & Address)	DEGREE	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 _____				

E M P L O Y M E N T H I S T O R Y	<u>List Most Recent First</u>		May we contact your present employer? <input type="checkbox"/> Yes <input type="checkbox"/> No	
	Employer_____	Employed	Duties and Responsibilities	
	Address_____	from		
	Position_____	_____		
	Supervisor_____	to		
	Reason for leaving_____	_____		
	Phone #_____			
	Employer_____	Employed	Duties and Responsibilities	
	Address_____	from		
	Position_____	_____		
Supervisor_____	to			
Reason for leaving_____	_____			
Phone #_____				
Employer_____	Employed	Duties and Responsibilities		
Address_____	from			
Position_____	_____			
Supervisor_____	to			
Reason for leaving_____	_____			
Phone #_____				
R E F E R E N C E S	Please list three people qualified to comment on your abilities and your experience:			
	Name	Address	Position	Phone Number

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.