



Date \_\_\_\_\_

## Massena Central School District Employment Application

### Superintendent of Schools

#### Personal Information

Name \_\_\_\_\_  
LAST FIRST MIDDLE

Permanent Mailing Address \_\_\_\_\_  
 \_\_\_\_\_ Zip \_\_\_\_\_

Email \_\_\_\_\_ Phone \_\_\_\_\_ Cell \_\_\_\_\_

Are you a U.S. citizen?    Yes    No   If no, what visa do you possess? \_\_\_\_\_

Have you ever been convicted of a crime?    Yes    No   If yes, explain \_\_\_\_\_  
 \_\_\_\_\_

Have you been fingerprinted pursuant to Part 87 of the Regulations of the Commissioner of Education  
*(Criminal/History Record Check for Prospective School Employees & Applicants for Certification)*?    Yes    No

#### Certification/License

I hold the New York State certificate or license described below. *Please provide original. Copies will be made at time of application.*

Certificate or License	Type	Effective Date	Expiration Date <i>(if applicable)</i>

#### Educational Preparation

Name and Address of School	Nature of Studies	Did You Graduate (Y or N)	Degree Received
College (Undergraduate)*			
College (Graduate)*			

### Teaching or Administrative Experience

List most recent experience first.

Dates Employed	Employer's Name	Supervisor	Specific Nature of Position	Reason for Leaving

### Other Work Experience

List most recent experience first.

Dates Employed	Employer's Name	Supervisor	Specific Nature of Position	Reason for Leaving

### Professional and Scholastic Organizations, Memberships, Honors

Exclude organizations, the name or character of which indicates the race, creed, color or national origin of its members.

### Other Skills and Abilities

## Professional References

Name	Position	Telephone	Email

## Applicant's Statement

Given the challenges facing New York State schools today, please describe your philosophy of educational leadership and how you would implement that philosophy in your first year in Massena. (Attach additional sheets if necessary)

## Waiver and Release for Applicant Background Check

I hereby authorize the Massena Central School District (MCS) to verify and investigate all statements I have made on the employment application, on related papers and in interviews. I authorize the MCS to contact all employers and personal references listed on my employment application. In addition, I authorize all individuals, schools, and employers mentioned on my employment application to freely provide any information requested that may be relevant and helpful in making a hiring decision. I release any such individuals, schools, and employers from any and all legal liability or appropriate damage for disclosing any information about me. In addition, I understand that if this form is not signed and submitted with the appropriate completed application form, I will not be considered for employment with the MCS.

I certify that all statements herein are true, accurate, and complete, and I understand that any false, misleading or willful omissions shall be just cause for dismissal or refusal of employment.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*Massena Central School District is an Equal Opportunity/Affirmative Action Employer*

### Completed applications may be submitted to:

Alan D. Pole, Education Consultant  
c/o Castallo & Silky  
4514 Whistler Circle  
Manlius, New York 13104

Applicants may email the application AND mail the last page with signature to the above mailing address.

Email: [polead@yahoo.com](mailto:polead@yahoo.com)

**Application Deadline – January 6, 2023**