



**CERTIFICATION INFORMATION**

Are you currently certified as a Principal in Maine?

Yes \_\_\_\_\_ (expiration date: \_\_\_\_\_)

No \_\_\_\_\_

OR

Are you eligible to be certified as a Principal in Maine?

Yes \_\_\_\_\_

No \_\_\_\_\_

Are you presently certified as a Principal in another state?

Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, what state(s)? \_\_\_\_\_

**NOTE:** Candidates who do not hold Maine Principal Certificate (050) should contact the Maine Department of Education, Division of Certification and Placement, State House Station #23, Augusta, Maine 04333-0023; telephone: (207) 624-6603.

**ACADEMIC AND PROFESSIONAL TRAINING**

Colleges/Universities Attended	Location	Degree	Number of Years Completed
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*Please have copies of your college/university transcripts and any other credentials on file sent to the Monmouth School Department Superintendent of Schools' address on this application.*

**MEMBERSHIP IN PROFESSIONAL ORGANIZATIONS**

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**PROFESSIONAL EXPERIENCE** (Please list beginning with your current or most recent experience.)

Number Years From/To	Dates	Position/Responsibilities	School System
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**OTHER RELEVANT WORK EXPERIENCE AND ACHIEVEMENTS**

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**CIVIC AND COMMUNITY INVOLVEMENT**

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**REFERENCES:** List at least three persons, two of whom are your most recent supervisors, who can comment on your ability and whom we may contact. In addition, please provide three letters of reference from persons who are not related to you (may be from references listed below). Please indicate by number which of the references listed below know the following: (1) your ability as an administrator; (2) your personal qualities and character traits; (3) your scholastic or other

attainments.

#	Name	Position	Address	Phone

**OTHER INFORMATION:** Monmouth School Department is committed to conducting a thorough screening of applicants for all positions and requires the completion of the following questions of all candidates.

Have you ever been disciplined, discharged, or asked to resign from a prior position? Yes\_\_\_\_\_ No\_\_\_\_\_

Have you ever resigned from a prior position after a complaint had been received against you or your conduct was under investigation or review? Yes\_\_\_\_\_ No\_\_\_\_\_

Has your contract in a prior position ever been non-renewed? Yes\_\_\_\_\_ No\_\_\_\_\_

Have you ever not been nominated for re-employment in a prior position or ever had your nomination for re-employment not be approved? Yes\_\_\_\_\_ No\_\_\_\_\_

Have you ever been charged with or investigated for sexual abuse or harassment of another person? Yes\_\_\_\_\_ No\_\_\_\_\_

Have you ever been convicted of a crime (other than a minor traffic offense)? Yes\_\_\_\_\_ No\_\_\_\_\_

Have you ever entered a plea of guilty or "no contest" (nolo contendere) to, to any crime (other than a minor traffic offense)? Yes\_\_\_\_\_ No\_\_\_\_\_

Have you ever had a professional license or certificate suspended or revoked in any state, or have you ever voluntarily surrendered, temporarily or permanently, a professional license or certificate in any state? Yes\_\_\_\_\_ No\_\_\_\_\_

If you have answered YES to any of the previous questions, please provide full details on an additional sheet including, with respect to court actions, the date, offense in question, and the address of the court involved. Conviction or other disposition of a crime is not necessarily an automatic bar to employment.

My signature below constitutes authorization to check my employment history, including without limitation, criminal arrest and conviction record checks, reference checks, and release of investigatory information possessed by any state, local or federal agency. I further authorize those persons, agencies or entities that the Monmouth School Department contacts in connection with my employment application to fully provide Monmouth School Department any information on the matters set forth above. I expressly waive in connection with any request for or provision of such information, any claims, including without limitation, defamation, emotional distress, invasion of privacy or interference with contractual relations that I might otherwise have against Monmouth School Department, its agents and officials, or against any provider of such information. I understand that information submitted in and with this application may be disclosed to a screening an/and/or interviewing committee, which may include Board members, administrators, other staff, and members of the community. I give my consent to this disclosure.

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

**NOTE:** ALL APPLICATION MATERIALS BECOME THE PROPERTY OF THE MONMOUTH SCHOOL DPEARTMENT. NONE WILL BE RETURNED. PROVIDING ANY FALSE OR MISLEADING INFORMATION ON THIS APPLICATION OR IN THE APPLICATION OR EMPLOYMENT SCREENING PROCESS SHALL BE FULLY SUFFICIENT GROUNDS TO REFUSE TO EMPLOY THE APPLICANT OR, IF THE APPLICANT HAS BEEN EMPLOYED, TO IMMEDIATELY DISMISS THE APPLICANT/ EMPLOYEE.