



Colorado Independent School District

P.O. Box 1268
534 E 11th Street
Colorado City, TX 79512
325-728-3721
Fax 325-728-8471
www.ccitv.esc14.net

FOR OFFICE USE ONLY

Received: _____

Level: _____

Certification: _____

PERSONAL INFORMATION

Date of Application: _____ Social Security Number: _____

Name: _____
Last First Middle

Present Address: _____
Street, Apt #, P.O. Box

City State Zip Code

Home Telephone (_____) _____ Cell Phone (_____) _____

Are you a former CISD employee? ☐ Yes ☐ No If YES, give dates of employment: _____

Have you ever been terminated for cause, been asked to resign, had a contract non-renewed, or left employment involuntarily?
☐ Yes ☐ No If YES, explain _____

Are you a retired teacher participating in Texas-TRS? ☐ Yes ☐ No

POSITION(S) FOR WHICH YOU ARE APPLYING

1ST Choice _____ 2nd Choice _____ 3rd Choice _____

Check all positions of which you are qualified:

<input type="checkbox"/> Pre-K/Kindergarten	<input type="checkbox"/> Vocational	<input type="checkbox"/> Counselor	<input type="checkbox"/> Assistant Principal
<input type="checkbox"/> Elementary (1-6)	<input type="checkbox"/> Special Ed.	<input type="checkbox"/> Librarian	<input type="checkbox"/> Principal
<input type="checkbox"/> Elem. Bil. (1-6)	<input type="checkbox"/> Music	<input type="checkbox"/> Nurse	<input type="checkbox"/> Other: _____
<input type="checkbox"/> Middle School (6-8)	<input type="checkbox"/> All Level		
<input type="checkbox"/> High School (9-12)			

Check all positions of which you would be interested in sponsoring/helping:

<input type="checkbox"/> Debate	<input type="checkbox"/> Twirlers	<input type="checkbox"/> Football	<input type="checkbox"/> Golf
<input type="checkbox"/> Cheerleading	<input type="checkbox"/> Student Council	<input type="checkbox"/> Basketball	<input type="checkbox"/> UIL Academics
<input type="checkbox"/> One Act Play	<input type="checkbox"/> Class Sponsor	<input type="checkbox"/> Volleyball	<input type="checkbox"/> Tennis
<input type="checkbox"/> Flags	<input type="checkbox"/> Band	<input type="checkbox"/> Baseball	
<input type="checkbox"/> Other (please list other extracurricular activities you are interested in sponsoring/helping) _____			

- Date Available _____
- Are you presently under contract with any school district for the next school year? ☐ Yes ☐ No If YES, you must obtain a release from that contract before accepting an offer of employment from Colorado ISD

We consider applicants for all positions without regard to race, color, national origin, age, religion, sex, marital, or veteran status, the presence of medical condition, disability, or any other legally protected status.
AN EQUAL OPPORTUNITY EMPLOYER

TEACHING/ADMINISTRATIVE EXPERIENCE

School District/Address	Subject/Grade Position/Title	Dates Employed	Reason for leaving

List all experience. Attach a separate sheet if necessary. List administrators (principal, superintendent and supervisor) under References.

- How many years of creditable service do you have? _____ If you are employed, you must verify all years of creditable service for salary schedule purposes within 60 days of employment.

EDUCATIONAL AND PROFESSIONAL TRAINING

Please list all educational institutions attended in order of attendance. Information must be complete and accurate. Attach separate sheets if necessary. For each school attended provide the name and location of institution, dates attended, semester hours completed, degree or diploma earned, and major and minor subjects.

Name and Location of Institution	Dates Attended	Semester Hours Completed	Degree/Diploma Earned	Major/Minor Subject

Please provide official transcripts for all college and university course work.

TEACHING CERTIFICATE INFORMATION

☐ Valid Texas ☐ Valid Out of State ☐ None/Degree Only

State of Issuance: _____ Date Issued: _____ Expiration Date: _____

Teaching Fields and Endorsements on Certificate: _____

- Has your employment with any Texas School District caused you to be placed on a permit or one year certificate?
☐ Yes ☐ No If YES list the type of permit(s). _____
- Do you possess a certificate which has been suspended, revoked, or is pending such action in any state ☐ Yes ☐ No
 If YES, please explain: _____

Please provide a copy of all teaching certificates.

GENERAL INFORMATION

- Do you have a relative who is a member of the Colorado ISD Board of Trustees? ☐ Yes ☐ No

If YES, please furnish the name and explain the relationship: _____

- Do you have a relative who is an employee of Colorado ISD? ☐ Yes ☐ No

If YES, please give name, position and relationship of the relative: _____

The District obtains criminal history information on applications for employment under the authority of Texas Education Code §22.083. You must provide the information requested on the background form attached to this application; however, the information will be used only for the purpose of obtaining your criminal history record.

Offenses involving moral turpitude include without limitation theft or attempted theft of any kind, fraud of any kind, sexual offenses of any kind, assault offenses, bribery, perjury, drug or alcohol offenses, or any other offense contrary to justice, honesty, modesty, or good morals. The term "conviction" includes a "no contest" plea, a guilty plea, probation, and deferred adjudication.

Conviction of a felony or a crime or moral turpitude is not an automatic bar to employment. The district will consider the nature and date of the offense and the relationship between the offense and the position(s) for which you are applying.

- Have you ever been arrested, charged and/or convicted of a felony? ☐ Yes ☐ No

If YES, please explain: _____

- Have you ever been arrested, charge and/or convicted (even if no contest or charges dropped or pled down) of a drug-related offense? ☐ Yes ☐ No If YES, please explain:

- Have you ever been arrested, charged and/or convicted for an act of violence, including domestic violence?

☐ Yes ☐ No If YES, please explain: _____

- Have you ever been convicted of an offense other than a minor traffic violation? (DUI and DWI convictions are not minor and must be reported) ☐ Yes ☐ No If YES, please explain: _____

REFERENCES

List names of professional references, such as principals, superintendents, college professors, who can provide information about your teaching or administration and preparation for teaching or administration. List at least one administrator for each employment listed in the previous section. Attach a separate sheet if necessary.

By providing these references and signing the application form, you consent to the release of information regarding your employment or scholastic career, your character and your qualifications for employment in Colorado ISD and you release these individuals from any liability for providing that information.

Professional References (at least four):

Name/Position	Address	Telephone	Employer

Character References (at least three):

Name/Position	Address	Telephone	Employer

I hereby affirm that all information provided on this form is true and accurate to the best of my knowledge and understand that any deliberated falsifications, misrepresentations, or omissions of fact may be grounds for rejection of my application or dismissal from subsequent employment.

I understand that Colorado ISD is authorized by Texas Education Code §22.083 to obtain criminal history record information on applications the district intends to employ.

Date:_____ Signature:_____

This application becomes the property of Colorado ISD. The CISD reserves the right to accept or reject it. This application shall be considered active for 1 year. If you wish to keep your application on active status beyond one calendar year, send a letter renewing the application. If you have new or additional information, please request a new application form. If an application is not renewed, it will be destroyed according to the district's records retention schedule.

Mail completed application to:

Colorado ISD
P.O. Box 1268
Colorado City, TX 79512

Colorado Independent School District



Certified Application Filing Instructions

Application Form

All information requested on the application form should be filled out accurately and completely. Names, dates and addresses should be given in full. Put n/a where information does not apply. A resume may not be substituted for a completed application form. Sign the application and return it with all pertinent documents to the Personnel Office.

References

References are called for on the application form. Professional references are most important and should include only those persons who have supervised either the applicant's teaching and/or training experience. If an adequate number of references are available in a college placement file, an applicant with no previous teaching experience may satisfy requirements for recommendations by requesting that his/her file be sent to the Personnel Office.

College Transcripts

Upon applying for a teaching position, it is the responsibility of the applicant to provide the Personnel Office with current (copies only) college transcripts which include all college work, professional training, and degree confirmations. These should be attached to the application form.

Teaching Certificate

A copy of your Texas Teacher Certificate, out-of-state certificate or college letter indicating you have applied for a certificate must be submitted with your application.

Employment Eligibility Verification

It is the responsibility of the applicant to provide evidence of identity and employment eligibility. The following documents are required:

Copy of valid (unexpired Texas Driver's License or State Issued I.D. and **one** of the following.

Copy of Original Social Security Card

Certificate of US Citizenship

Birth Certificate

Certificate of Naturalization

United States Passport

Alien Registration Card w/photograph

When your application and all required credentials have been received your application becomes active for one year. At the end of the one year period, you may write or call to keep it active for an additional year. Please notify the Personnel Office by telephone or letter if you obtain employment elsewhere.

Please keep us advised of any change of name, address or telephone number.

You will be contacted by our office by telephone or letter if and/or when you are considered for employment.

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