



Application for Principal St. Henry Consolidated Local Schools

Please type or print in black ink

Personal Information:

Last Name	First	Middle	Date of Application
Street Address			PO Box
City	State	Zip Code	Telephone No.
Are you presently under contract to another district? <input type="checkbox"/> Yes <input type="checkbox"/> No			
If yes, when does the contract expire?			
Date available for employment:			
Current base salary: (Not including fringe benefits)		Base salary expectations: (Not including fringe benefits)	
Do you hold a valid Ohio Principal's Certificate?		<input type="checkbox"/> Yes <input type="checkbox"/> No	
If no, do you hold another certificate that would qualify you to be a principal? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Type of Certificate			
Certificate Number			
Have you ever been convicted of a felony? <input type="checkbox"/> Yes <input type="checkbox"/> No			
If yes, please explain on a separate sheet of paper. Note: Candidates are subject to a criminal background check			

Military Experience:

Branch of Service	Years	From	To
Present Military Affiliation <input type="checkbox"/> None <input type="checkbox"/> Reserve/NGUS (active) <input type="checkbox"/> Reserve (inactive)			

Current School Information:

Name of District	Your Title	
Building Enrollment (ADM)	No. of Certificated Staff in Building/No. You Supervise	No. of Support Staff in Building/No. You Supervise

Educational History:

School Name	Location (city,state)	Major Course or Subject	Dates Attended		Graduated		Degree
			From	To	Yes	No	

Professional Experience:

Starting with present or most recent, list all previous employers. If more space is required, please continue on a separate sheet. You may attach resume, but complete application as well.

No. of Years	Dates Employed		Position Title	School District/ Organization Address	Reason for Leaving
	From	To			

Other Work Experience and Achievements Valuable to Your Career:

Outside Activities:

Professional/Work References:

Please list below the names and addresses of five persons who can speak of your professional competency and character.

Name	Type of Acquaintance
Address	Phone
Name	Type of Acquaintance
Address	Phone
Name	Type of Acquaintance
Address	Phone
Name	Type of Acquaintance
Address	Phone
Name	Type of Acquaintance
Address	Phone

Does the Board of Education or its agents have your permission to contact the above named persons? Yes No

Does the Board of Education or its agents have your permission to contact your current employer? Yes No

Why are you interested in this particular principalship?

Identify two of your major accomplishments:

I certify that the information on this application is true and accurate to the best of my knowledge and belief.

I hereby authorize the Board of Education or its agents to conduct such investigations and to obtain such records (including criminal and credit records) as the Board deems necessary. I understand that giving false or misleading information, either oral or written, may result in denial or termination of my employment.

I understand the St. Henry Consolidated Local Board of Education observes a standard of strict confidentiality with regard to information submitted by applicants. However, I understand that Ohio public records laws may mandate disclosure of applicant information by the school district conducting the principal search.

Signature of Applicant _____ Date _____

A complete application consists of the following:

1. Letter of application and interest emphasizing your abilities
 2. Completed and signed application form
 3. Up-to-date resume
 4. A copy of current administrative certificate or evidence one is obtainable
 5. Your university placement file and/or copy of transcript of credits
 6. Three letters of reference
 7. You may submit any other information or material you feel is relevant to your qualifications for this position.
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Send all application materials to:

Julie Garke, Superintendent
St. Henry Consolidated Local Schools
391 E. Columbus St.
St. Henry, OH 45883-9574

Materials may be faxed to 419-678-1724 followed by an official application delivered by mail or in person.

St. Henry Consolidated Local Schools is an equal opportunity employer. It does not discriminate on the basis of sex, religion, color, age, national origin, size, handicapping condition, or race in educational programs and activities nor in its employment practices.
