



MINNESOTA NORTH STAR ACADEMY

Preparing students who communicate in ASL and English to become successful and valued world citizens

APPLICATION FOR POSITION

(Please print information)

Date: _____

Name: _____

Mailing Address: _____

City, State, Zip Code: _____

Permanent Address: _____

City, State, Zip Code: _____

Current Telephone/E-mail: _____

Position Applying For: _____

Social Security Number: _____

Educational Background

University / College Name & Location	Major	Minor	Highest Degree Attained
			BA/BS MA/MS PhD/Spec
			BA/BS MA/MS PhD/Spec
			BA/BS MA/MS PhD/Spec

Graduate credits beyond your last degree. Please write *none* if you do not have additional credits.

List school related volunteer activities or hobbies, including sports, drama, etc.

St. Paul Star Schools

Teaching And/Or Administrative Experience

Please list most recent position first

Name And Location Of School System	Dates (from / to)	Position Held Or Subjects Taught
	/	
	/	
	/	
	/	
	/	
	/	

References

List names of those who have closely observed your work as a student/ teacher/or leader. Please include names of superintendents, principals, or others who can comment directly on your teaching and/or leadership ability.

1. Name: _____ Position: _____
Address: _____ Telephone: _____

2. Name: _____ Position: _____
Address: _____ Telephone: _____

3. Name: _____ Position: _____
Address: _____ Telephone: _____

St. Paul Star Schools

Training and Development Self Assessment

Circle the number that corresponds to your level of expertise in the following areas:

	Limited or No Exposure	Read About, Some Understanding, Have Not Applied in Classroom	Reasonable Understanding, Initial Applications in Classroom	Extensive Application in Classroom	Expert, Used Extensively and Trained Others/Special Projects Leader
1. Bilingual Education	1	2	3	4	5
2. Formal Assessment & Evaluation	1	2	3	4	5
3. Computer Technology	1	2	3	4	5
4. Conflict Resolution & Restitution	1	2	3	4	5
5. Literacy Strategies	1	2	3	4	5
6. Team Teaching	1	2	3	4	5
7. Team decision-making	1	2	3	4	5
8. Integrated/Thematic Instruction	1	2	3	4	5
9. Multi-Age Teaching	1	2	3	4	5
10. Service Learning	1	2	3	4	5
11. Video-Multimedia	1	2	3	4	5
14. Due Process Procedures including:	1	2	3	4	5
• IEP development	1	2	3	4	5
• IEP case management	1	2	3	4	5
• Re-evaluation	1	2	3	4	5
15. Communicating with parents	1	2	3	4	5

Where did you Learn About this position?

- Minnesota North Star Academy Web Site (application blank available for downloading)
- DeafNet website
- Minnesota Department of Education
- College / University Career Center: _____
- Newspaper: _____
- Friend: _____
- Other: _____

Data Practices

The Minnesota Government Data Practices Act (Minnesota Statutes 13.01-13.88) has two sections that affect you as an applicant for employment.

First, under "Rights of Subjects of Data," (MN 13.04) when you are asked to provide us with data about yourself, we must tell you:

- * The purpose and intended use of the data;
- * Whether you may refuse or are legally required to supply the requested data;
- * Any known consequence arising from your supplying or refusing to supply the data;
- * The identity of other persons or organization authorized by Sate or Federal Law to receive the data you provide.

Second, under "Personnel Data" (MN Statute 13.43) the following data on you as an applicant for employment by a public agency is automatically public:

- * Your Veteran's status
- * Your education and training
- * Work availability
- * Your job history
- * Your relevant test scores

As an applicant, your name is considered private until you are considered to be a finalist for a position in public employment. If you are hired, the following additional data about you will be public:

- * Your name;
- * Your city and county or residence;
- * Your actual gross salary, salary range, and actual gross pension;
- * The value and nature of employer paid benefits, including the basis for and the amount of any added remuneration to your salary;
- * Your job title and job description;
- * The dates of your first and last employment with us;
- * The status of any complaints of charges against you while you work for the District and whether or not they resulted in disciplinary action;
- * Your work location and work telephone number;
- * Your education and training background;
- * Honors and awards you have received;
- * Time sheets or other comparable data that are only used to account for your work time for payroll purposes; and
- * Your previous work experience.

All data concerning you which is placed in your personnel file and which is not listed above is private data. This private data will be available to you and to those members of District staff needing it to process District records. In addition, the following persons or organizations are authorized by State and Federal Law to receive this data if they so request:

- * The Bureau of Census;
- * Federal, State, and County Auditors;

- × The State Department of Public Welfare;
- × The State Department of Human Rights;
- × Federal Officials investigating compliance of Equal Employment opportunities;
- × Labor organization and the Bureau of Mediation Services;
- × Data may also be made available through court order.

The data you provide is needed to identify you and assist in determining your suitability for the position for which you are applying. You are not legally required to supply any of the data requested on your application, but if you choose to withhold any data other than your Social Security Number, we cannot consider you for employment. If you do provide the data, your application will be considered and, if you are employed, the data you have given us as an applicant will become part of your employee record.