

SUPERINTENDENT

BERLIN CENTRAL SCHOOL DISTRICT

Sole Supervisory District, Rensselaer-Columbia-Greene Counties
Questar III, 10 Empire State Boulevard, Castleton, NY 12033

GENERAL DIRECTIONS

- A. Please complete this application form and submit it by October 26, 2020 along with your resume to:
Dr. Gladys I. Cruz, Questar III, 10 Empire State Blvd., Castleton, NY 12033, or email REmanatian@questar.org.
- B. Request your college placement office to immediately forward your credentials to the above address.
- C. Please attach any other pertinent information.

PERSONAL INFORMATION

Last Name _____ First _____ Middle _____

Home Address _____ Telephone Number _____

Town _____ State _____ ZIP _____

Email _____

Business Address _____ Telephone Number _____

Town _____ State _____ ZIP _____

Present Position _____ Current Salary _____ Enrollment _____

Name of District or Organization _____

Address _____

Certificates Held _____

Publications _____

New York State School District Administrator/Leader Certificate Number _____

(Please enclose copy of SDA or SDL certificate.)

EMPLOYMENT HISTORY

Please list all career experience in chronological order beginning with your present position. Please include both school and nonschool experience. Please attach an additional page if necessary.

Institution & Location	Position	Date of Employment	Years
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

PROFESSIONAL PREPARATION

	Institution & Location	Major/Minor	Degree Earned
Undergraduate	_____	_____	_____
	_____	_____	_____
Graduate	_____	_____	_____
	_____	_____	_____
Post Graduate	_____	_____	_____
	_____	_____	_____

REFERENCES

Please list a minimum of five professional references. Include your most recent supervisor or administrator, even if letters from these individuals are included in your placement folder.

Name _____ Title _____ Home/Business Phone _____
Present Address _____ Email Address _____

Name _____ Title _____ Home/Business Phone _____
Present Address _____ Email Address _____

Name _____ Title _____ Home/Business Phone _____
Present Address _____ Email Address _____

Name _____ Title _____ Home/Business Phone _____
Present Address _____ Email Address _____

Name _____ Title _____ Home/Business Phone _____
Present Address _____ Email Address _____

ESSAY QUESTION

Please compose the following essay on a separate sheet of paper and enclose with your application.

As superintendent of Berlin CSD, you will provide district-wide leadership in a rural community covering more than 160 square miles in five different towns. How would you balance fostering and implementing the board's vision and goals with the day-to-day needs of our students, staff, and community amid the COVID-19 pandemic?

BACKGROUND INFORMATION

- 1. Are you a United States Citizen? Yes _____ No _____
- 2. Have you ever been fingerprinted for the purpose of employment? Yes _____ No _____
- 3. Have you been cleared by NYSED for teaching? Yes _____ No _____
- 4. Are you legally eligible for employment in this country? Yes _____ No _____
- 5. If Veteran of U.S. Military:
 Discharge type: _____ Branch: _____ Discharge Date: _____

If the answer to any of the following questions is “yes”, please attach an explanation for each “yes” response to this application.

	<u>YES</u>	<u>DATE</u>	<u>NO</u>
6. Have you ever been convicted of a crime? (felony or misdemeanor) If yes, complete a. & b.	_____	_____	_____
<i>a. Are any criminal charges pending against you?</i>	_____	_____	_____
<i>b. Have you ever forfeited bail or bond following your appearance as a defendant in a criminal court action?</i>	_____	_____	_____
7. Have you ever received an unsatisfactory rating in conjunction with any pedagogical or school administration employment?	_____	_____	_____
8. Have you ever been disqualified for employment for any civil service position?	_____	_____	_____
9. Have you ever been discharged or required to resign from any position (other than staff reduction layoffs)?	_____	_____	_____
10. Have disciplinary charges ever been proffered against you by an employer?	_____	_____	_____
If yes, were the charges sustained?	_____	_____	_____

BACKGROUND INFORMATION *(continued)*

	<u>YES</u>	<u>DATE</u>	<u>NO</u>
11. Have you ever resigned from a position to avoid the effects of a denial of tenure designation?	_____	_____	_____
12. Have you ever been the subject of a Part 83 notification to the State Education Department?	_____	_____	_____
13. Have you ever resigned as an alternative to facing any other type of charges or dismissal?	_____	_____	_____
14. Have you ever had a license or certificate denied or terminated because of unsatisfactory teaching, fingerprints, or medical record?	_____	_____	_____
15. Have you ever had any professional certificate or license denied, revoked, or suspended by any government agency as a result of your record?	_____	_____	_____
16. Has a Family Court or any other court ever rendered a finding indicating that you have abused or neglected a child? (If yes, complete the confidentially held information below)	_____	_____	_____

Date and nature of the finding: _____

Name of the court: _____

I hereby affirm that the statements made in this application are true to the best of my knowledge and belief.

SIGNATURE OF APPLICANT _____ DATE _____

NON-DISCRIMINATION COMPLIANCE STATEMENT

The Berlin Central School District hereby advises students, parents, employees, and the general public that it offers educational opportunities including vocational opportunities without regard to sex, race, color, national origin, handicap or religion. Inquiries regarding this non-discrimination policy may be directed to: Title IX and Section 504 Compliance Officer at 518-658-1500, Berlin Central School District, 17400 Route 22, Cherry Plain, NY 12040.