



Dear Applicant:

Thomas Edison Charter Schools welcome your application. We ask that you complete the following steps in applying for employment. **Interviews will begin once everything has been received.**

- ❖ Complete and return the enclosed application.
- ❖ Sign and enclose the "Notice to Applicant: Authorization of Disclosure and Authorization for Background Investigation" form.
- ❖ Certificate of completion of the Spalding Method Course 1 and 2. (Please see Spalding.org for more information). **Not having completed the courses at this time will not prevent your application from being considered, but you may be required to attend the 40-hour training session during the summer.**
- ❖ Provide an unofficial copy of your transcript(s) of university credits from all colleges and universities attended.
- ❖ Request your current college or university to send us a current placement file which includes either: a) a recommendation from your co-operating teacher for student teaching, if you are an inexperienced teacher, plus two other recommendations; or b) a recommendation from an employer within the last two years (most recent administrator preferred), plus two other recommendations by someone other than a family member or relative. (Three total recommendations).
- ❖ Provide a copy of your current valid Utah Teaching Certificate or an official letter from a university indicating that you will receive it no later than August 15 of the current year, or verification of registration to be re-certified by August 15 of the current year. You may also be considered to be employed by enrolling in the Alternative Route to Licensing program through the Utah State Office of Education.

When your file and background check are complete, you will be considered for an interview. You will be contacted to set up an interview appointment. If the Principal recommends you for the position offered, your name will then be submitted to the Governing Board for approval of employment and a representative of TECS will contact you.

Please note that any individual recommended for employment with TECS will undergo a thorough background investigation prior to finalization of employment by the Governing Board. Upon employment and as a part of the evaluation process, certified employees have a obligation to keep their certification current.

An Equal Opportunity Employer. All applicants must qualify for Utah certification prior to employment. The Thomas Edison Charter School does not discriminate on the basis of age, race, color, religion, sex, marital status, physical disability, national origin, or any other legally protected status. As required by the State of Utah, all teachers will be licensed, certified teachers or be qualified to teach under Utah State Office of Education's alternative certification or authorization program.

Reasonable Accommodation. Any applicant who needs reasonable accommodations in any step of the application process should notify the school office at 435.752.0123 (Edison South) or 435.787.2820 (Edison North).



MISSION STATEMENT

The mission of the Thomas Edison Charter School is to provide all students the fundamental knowledge, tools, and discipline to become successful, reputable citizens in our country and to become high achievers in our ever evolving, demanding, and complex society.

The mission will be carried out through a stimulating academic curriculum, focused on elemental skills development, in a structured classroom environment, with strong parental involvement.

CURRICULUM APPROACH

The Thomas Edison Charter School is patterned after highly successful alternative schools outside of Utah and highlights a strong academic focus on elemental skills development, using a direct instruction teaching philosophy. This philosophy, in concert with its mission, purpose and goals is the basis for the selection of its curriculum. Opportunities to adjust or modify the curriculum may be considered from time to time. The TECS Governing Board must approve any curriculum adjustments only after careful discussion, consideration, and consultation with the teaching staff. However, the spirit of the school's mission and its philosophy of direct instruction teaching and elemental skills development will be maintained throughout its existence.

A critical factor that will set this school apart from other local educational entities is its use of the Spalding Method as its total language arts program. (See www.spalding.org)

PHILOSOPHY AND PURPOSE

The TECS's philosophy is to emphasize the teaching of basic skills and information. Its purpose is to:

- ❖ Train the intellect
- ❖ Teach skills
- ❖ Instill a sense of pride in and respect for self, other, and country
- ❖ Equip students with the necessary skills to become decision makers, problem solvers, and lifetime learners.
- ❖ Prepare students for the outside world by challenging them to compete for achievement of standards in the classroom.
- ❖ Develop an atmosphere of tolerance and acceptance of all students regardless of physical appearance and culture.
- ❖ Coordinate home and school effort in providing a solid education foundation for students.

GOALS

- ❖ Ensure the success of all students through implementation of a well-rounded, challenging academic program.
- ❖ Math drill and practice to enhance student's knowledge and skills.
- ❖ Ensure student reading, writing, and spelling skills acquisition and mastery through Spalding phonics-based language arts curriculum.
- ❖ Implementation and enhancement of traditional history/geography curriculum that emphasizes patriotism and fundamental concepts regarding community, state, and country.
- ❖ Become certified by Spalding Education International as an accredited Spalding School.

PROFESSIONAL EXPERIENCE
 (List only contract teacher and whether it was full- or part-time)

Name of School City, State	Grades / Subjects Taught	Dates	Total Years	FT/PT	Principal
		From: To:			
		From: To:			
		From: To:			
		From: To:			

How many more years of teaching were you unable to list? _____
 What grades were they, respectively? _____

STUDENT TEACHING AND SUBSTITUTE TEACHING EXPERIENCE

Name of School City, State	Grades/Subjects Taught	Dates	Supervising Teacher

Please explain any gaps in employment not accounted for, or use this space to list experience other than teaching. Use additional sheets if necessary.

Year(s): _____ Reason: _____
 Year(s): _____ Reason: _____
 Year(s): _____ Reason: _____
 Year(s): _____ Reason: _____
 Year(s): _____ Reason: _____

Have you ever been asked to resign from a position? yes no

If yes, please explain.

PERSONAL INFORMATION AND REFERENCES

Are you presently under contract with any school district? yes no
 If yes, which one? _____ May we contact them? _____

Please give names and complete addresses and phone numbers of three professional references who have knowledge of your educational/teaching experiences.

Name	Years Known	Official Position	Address

What other special skills or talents do you have that you can contribute to our school? (Music, Art, Sports, Computers, Languages, Etc.)

Please list any relatives currently employed by Thomas Edison Charter School:

CERTIFICATION

Do you hold a current Utah Educator's License? yes no
 If yes, please complete the table below. If no, when do you expect to receive it? _____

Specific Title of Certificate/Endorsement	Date Issued	Date of Expiration

Utah certificates/endorsement for which you are now eligible:

Do you hold a current teaching certificate/license from another state? yes no
 If yes, which state(s)? _____

Have you ever had your teaching license revoked? yes no

If yes, please list in what state, then explain in detail. You may use additional sheets if necessary.

Have you ever resigned rather than face disciplinary action and/or non-renewal by an employer and/or disciplinary action against a license/certificate? yes no

If yes, please list in what state, then explain in detail. You may use additional sheets if necessary.

Why are you interested in a position at Thomas Edison Charter School?

CRIMINAL ACTIVITY REPORT

Due to the responsibility that the Thomas Edison Charter Schools have to its school children and the community, the following information is needed from all applicants. A record of arrest or conviction does not prohibit employment; however, failure to complete this form accurately and completely may mean disqualification from consideration for employment, or may be cause for dismissal if employed. Failure to disclose all information may result in prosecution for filing false information with a public agency. Applicants must report any convictions and arrests that occur subsequent to the time they initially complete this form. Questions regarding this information should be directed to the Principal.

Please read carefully and answer every question. Answer these questions truthfully, even if the conviction was ultimately expunged, reversed, or otherwise set aside. If any of the boxes are marked "yes", fill in the information below and attach a letter of explanation.

- 1. Other Name(s) Used and Date(s)
- 2. Have you ever been convicted of any misdemeanor offense(s) other than traffic violations?..... yes no
- 3. Have you ever been convicted of a DUI offense?..... yes no
- 4. Have you ever been convicted of a felony? yes no
- 5. Have you ever been convicted of a sex or drug related offense? yes no
- 6. Have you ever been convicted of a dangerous crime against children? yes no
- 7. Have you ever been arrested for any offense which has not yet been resolved? yes no

**WAIVER
THOMAS EDISON CHARTER SCHOOLS**

By signing this form, I authorize the Utah Bureau of Criminal Identification (BCI) to access and review State and Federal criminal history records and make reasonable efforts to determine whether I have been convicted of, or are under pending indictment for, a crime that bears upon my fitness to be employed or volunteer for a position of trust over children, vulnerable adults, or persons with disabilities and convey that determination to the qualified entity listed above. Utah BCI shall make reasonable efforts to respond to the inquiry within 15 business days.

I do hereby release Utah BCI, all persons, organizations, or government agencies, from any damages of, or resulting from, furnishing such information.

I have been provided with a copy of this form. I have read and understood the foregoing and my certification is true and correct to the best of my knowledge and belief.

Signature

Date