
**SUBSTITUTE TEACHER
APPLICANT ACKNOWLEDGEMENT, AUTHORIZATION and RELEASE**

I, the undersigned am hereby making application for employment as a substitute teacher with the following school districts/intermediate district:

(Please check all districts in which you wish to substitute)

- ☐ AuTrain Onota Public Schools
- ☐ Burt Township Schools
- ☐ Gwinn Area Community Schools
- ☐ Ishpeming Public Schools
- ☐ Marquette-Alger RESA
- ☐ Marquette Area Public Schools
- ☐ Munising Public Schools
- ☐ Negaunee Public Schools
- ☐ NICE Community Schools
- ☐ North Star Academy
- ☐ Powell Township School District
- ☐ Republic-Michigamme Schools
- ☐ Superior Central School District
- ☐ Wells Township School District
- ☐ Father Marquette Schools
- ☐ PCMI
- ☐ Other

I hereby authorize and consent to a pre-employment investigation to be conducted by Marquette-Alger RESA for the purpose of confirming and verifying the contents of my application for employment, resume, certificate/permit status, and/or to confirm or verify any verbal representations made to be made by me with respect to my consideration for employment as a substitute teacher with any of the educational institutions I have designated above.

Further, I authorize Marquette-Alger RESA and any of its constituent districts which I have designated above to contact any or all of my references, former or current employers, current or previous educational institutions attended and any other and/or organizations deem necessary by the investigating agents for the purpose of making pre-employment inquiries and obtaining information concerning my character, reputation, academic and/or work record and experience.

I also authorize Marquette-Alger RESA and any of its constituent districts which I have designated above to contact any child protections agencies or registries, law enforcement authorities, and/or judicial authorities and to make pre-employment inquiries and to obtain any information and/or records related to me to determine if I have committed or have been convicted of any crimes and if there are any felony charges pending against me including the nature of the crimes committed and/or the pending felony charges.

I authorize and consent to the release of any information, written or verbal, and/or any documentation regarding my character, certificate/permit status, work record, academic record, and professional experience from any person, including my present and/or former employers and educational institutions attended, upon the request of Marquette-Alger RESA or any of its constituent districts which I have designated above, conducting the pre-employment investigation.

I also authorize Marquette-Alger RESA, and any of its constituent districts that I have designated on the preceding page of this form, to release criminal history check and criminal records check reports to any

constituent district of Marquette-Alger RESA in which I wish to be considered for employment as a substitute or regularly employed teacher. This permission is given pursuant to and in accordance with Sections 1230(5) and 1230a(5) of the Revised School Code.

I waive written notice of the disclosure of any disciplinary reports, reprimands, and/or actions from my current or former employers.

I acknowledge that any employment which I may be offered as a substitute teacher will be at the discretion of the individual constituent district and that my placement on any substitute list by Marquette-Alger RESA does not represent an offer or guarantee of employment (as a substitute teacher or otherwise) by either the RESA which I may be offered a substitute or temporary teacher by Marquette-Alger RESA or any of its constituent districts. Further any employment which I may be offered as a substitute or temporary teacher by Marquette-Alger RESA or any of its constituent districts is acknowledged by me to be "at-will" meaning it may be discontinued by either myself or the employing district/RESA at any time, for any reason. I further agree that if I perform substitute teaching services at any constituent district/intermediate district that I have no expectation of continued employment in that or any other capacity.

I hereby acknowledge and understand that if any representations, omissions, or statements made by me during the pre-employment screening process are subsequently discovered to be false or misleading, the discovery thereof may result in the removal of my name from the roster of approved substitute teachers.

I do hereby release the Marquette-Alger RESA and its designated constituent districts, their respective individual Board members, administrators, employees, and/or agents from any and all claims and/or liability whatsoever for any damages or consequences which may result from the pre-employment investigation related to my consideration for employment as a substitute teacher.

READ THIS DOCUMENT CAREFULLY

THIS DOCUMENT CONTAINS A RELEASE

I hereby acknowledge that I have carefully read this document and that I understand and accept its terms.

Date

(Full name - **please print**)

Signature of Applicant

Witness

Address

Phone