

**LAFOURCHE PARISH SCHOOL BOARD**  
**Jo Ann Matthews, Ed.D., Superintendent**

**Application for Administrative Position**

Name: \_\_\_\_\_

Social Security Number: \_\_\_\_\_

Present Position: \_\_\_\_\_

Position Applying For: \_\_\_\_\_

This application packet must include the following:

1. Resume' (including educational background, previous work history, achievements, honors, references).
2. Copy of latest teaching certificate reflecting certification as an administrator or letter from the Louisiana Department of Education verifying eligibility for certification as an administrator. (Applicants must possess certification as School Principal or Educational Leader or be eligible for certification as verified by the Louisiana Department of Education.)
3. *Request for Information Form* completed by the central office staff member who is the supervisor of the applicant's current evaluator. (This applies only to external applicants if presently employed or previously employed by another district and seeking employment in Lafourche Parish.)
4. Copies of applicant's last two years' evaluations for the position presently held.

The complete application packet must be received in the superintendent's office by the established deadline for the receipt of applications.

I acknowledge and concur with these procedures which shall include that this application packet, including my resume', copies of my certificate(s), copies of my statutory evaluations and referenced recommendations shall be made available to the designated central office staff members named by the superintendent, as well as the individual members of the Lafourche Parish School Board. Furthermore, I waive all and any confidentiality rights statutorily attached to the above mentioned document because I am aware and concur that these shall be made an integral part of this selection process.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date