

# HENDERSON COUNTY BOARD OF EDUCATION

## 1805 Second Street, Henderson, KY 42420

### APPLICATION FOR EMERGENCY CERTIFICATES FOR TEACHING AND SUBSTITUTE TEACHING

1. We, the local school superintendent and board of education, request approval for the issuance of Emergency Certificates for Teaching and Substitute Teaching, and in support of this request, we declare the following statements to be true and correct (Board certification is based solely upon information supplied by the superintendent and solely to the extent necessary under KRS 161.100--i.e., no board member has attempted to influence the hiring of any person including the listed individuals indicated).
  - a. No qualified teachers have applied for the vacant positions and to our knowledge qualified teachers are not available for this position.
  - b. Diligent efforts have been made to recruit qualified teachers for the vacant position, and furthermore, this vacancy has been made known locally by appropriate means.
  - c. The local school district has been unsuccessful in recruiting teachers for the vacant position from listings of teachers supplied by the placement service of the teacher education institutions.
  - d. The position will be filled by the best qualified person available, giving preference to the facts of academic preparation, prior teaching experience, or related educational work, and personal attributes compatible with the demands of the teaching profession.
2. To the best of our knowledge and belief, the persons named in this application sustain good moral character and are at least 18 years of age.
3. A criminal records check has been conducted for these applicants under provisions of KRS 160.380 (7) (This requirement applies to all applicants for initial employment after July 15, 1988, and includes first time applicants and former employees who have not been employed by the district for six (6) months).
4. The district uses established policies and procedures for the selection and employment of substitute teachers and ensures that substitute teachers will be called in the priority order required by 704 KAR 20:210.

**Number and Date of Board Order**

**Approving this Declaration** \_\_\_\_\_

**Signature** \_\_\_\_\_

local school superintendent

Henderson County  
name of school district

\_\_\_\_\_ date of application

251  
school district number