

11/5/12

INFORMATION SHEET ON NEW PERSONNEL

Employee No. \_\_\_\_\_

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School Secretary Please Complete This Section:

Today's Date \_\_\_\_\_ School Code \_\_\_\_\_ School Name \_\_\_\_\_
Regular Position \_\_\_\_\_ Hours Per Day \_\_\_\_\_ Start Date \_\_\_\_\_
Person Replaced \_\_\_\_\_ Date terminated or transferred \_\_\_\_\_
SUB/TEMP: (CIRCLE ONE) Non-licensed Teacher Licensed Teacher Coach Custodian Aide Secretary Playground
Food Technician Bus Driver Maintenance Other

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Employee Please Complete This Section: (Name must be spelled exactly as on Social Security Card)

Weber School District adheres to federal guidelines and does not discriminate for any reason. Accommodations will be made as necessary. The district adheres to school district policy prohibiting sexual harassment. For inquiries, contact the Human Resources Director, 5320 Adams Avenue Parkway, Ogden, UT 84405, 801-476-7804.

X Last Name First Name Middle Social Security Number

Address Street City and State Zip Code

E-mail address \_\_\_\_\_

Birth date SEX Male Female MARITAL Single Married Divorced Widow RACE: 1. Caucasian 2. American Indian 3. Hispanic 4. Asian/Pacific slander 5. Black 6. Other

Telephone \_\_\_\_\_ Cell Phone \_\_\_\_\_

Name of Spouse Spouse's Birth date Mo/Day/Year

I can speak Spanish YES NO I can speak Chinese YES NO

Are you URS Retired? Retirement Date
If you have been retired less than one year with Utah Retirement Systems, employment with Weber District may jeopardize your retirement.

Have you ever been denied a return teaching contract, been suspended, terminated or had a teaching license revoked?
Please explain:

Have you ever been convicted, forfeited bail, fined, jailed or placed on probation for any violation of the law other than minor traffic offenses? If yes, please explain fully:

The facts set forth above by me are true and complete. I understand that if employed, incomplete, false, or misleading statements on this form shall be considered sufficient cause for dismissal.

X SIGNATURE DATE

X (PLEASE COMPLETE THE INFORMATION ON THE BACK OF THIS FORM.)

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DEGREE: NOBS MS Years is the District Years other Provisional
BS MS30
BS20 EDS ASSIGNMENT:
BS36 PHD

USOE CONTACT HOURS DAYS FTE

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PAPERS TO Background Check Contract Certificate of Creditable Coverage
PAYROLL Race & Ethnicity 13-month Life
I-9 Prorate LTD
E-Verify Direct Deposit Disclosure Statement
URS Certified CAT Pelion Benefits
Verification Employee Health Ins. Notification Phys. Abilities met not met

4/19/12

WEBER SCHOOL DISTRICT  
Race and Ethnicity

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

Date: \_\_\_\_\_

The US Department of Education has changed ethnic and racial identification requirements for the 2010-2011 school year. Please complete Part A and Part B.

**PART A: Is this employee Hispanic/Latino? (Choose only one)**

No, not Hispanic/Latino

Yes, Hispanic/Latino – A person of Cuban, Mexican, Puerto Rican, South or Central American or other Spanish culture or origin, regardless of race.

No matter what you selected in Part A above, please provide an answer to Part B by marking one or more boxes below to indicate what you consider your race to be.

**PART B: Which of the following groups describe the employee's race? (Choose one or more)**

American Indian or Alaska Native (AIAN). A person having origins in any of the original peoples of North and South America (including Central America). And who maintains tribal affiliation of community attachment. Tribal affiliation (If AIAN) \_\_\_\_\_.

Asian. A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.

Black or African American. A person having origins in any of the black racial groups of Africa.

Pacific Islander. A person having origins in any of the original peoples of Hawaii, Guam, Samoa, Tonga, or other Pacific Islands.

White. A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.

For your information:

**Ethnic group:** Socially distinguishable from other groups and has developed its own subculture – which can include nationality, religion, and language – and has a shared feeling of “peoplehood.”

**Race:** A Sociological designation identifying a group of people sharing outward physical characteristics.