

BURBANK UNIFIED SCHOOL DISTRICT
Human Resources Services
March 5, 2024

ADULT SCHOOL (SUMMER SCHOOL) TEACHING APPLICATION

Classes are to be taught in-person for adult school students and open only to current BUSD Certificated Employees

If selected, you will be informed, via your district email, of your assignment.
All necessary information will be covered in your first workday.

Name (Please Print) Current School Site

(____) (____)
Home Number Cell Number

Personal Email _____

1. Teaching credential(s) / authorized grade levels _____

Major (s) _____ Minor (s) _____

2. Subjects or grade levels taught in regular school year: _____

3. Summer School: (Please check the year you previously taught summer school at BUSD)

____ 2023 ____ 2022 ____ 2021

4. If not chosen for a regular assignment, I would be interested in serving as a substitute teacher in the extended year program. ____ Yes ____ No

5. If you **ONLY** wish to be considered for a substitute position check here _____.

6. Based on your **credentials** and interest, indicate the desired assignment by using numbers 1,2,3 etc. for order of preference. (This is NOT a guarantee that you will be assigned to your first choice)

ADULT HIGH SCHOOL DIPLOMA/EQUIVALENCY

____ High School Diploma Learning Center Teacher (Morning)

____ GED and HiSET Preparation (Morning)

____ GED Preparation in Spanish (Online Course)

MATH BOOTCAMP

____ Adult Math Bootcamp In-person or online

6. (continued) Based on your **credentials** and interest, indicate the desired assignment by using numbers 1,2,3 etc. for order of preference. (This is NOT a guarantee that you will be assigned to your first choice)

ADULT COUNSELOR

___ Adult Academic and College & Career Counseling

ESL: Morning

___ ESL Literacy (Morning)

___ ESL Beginning Low Level 1 (Morning)

___ ESL Beginning High Level 2 (Morning)

___ ESL Intermediate Level 3 (Morning)

___ ESL Intensive English Advanced Levels 4, 5 & 6 (Morning)

ESL: Evening

___ ESL Literacy (Evening)

___ ESL Beginning Low Level 1 (Evening)

___ ESL Beginning High Level 2 (Evening)

___ ESL Intermediate Level 3 (Evening)

___ ESL Intensive English Advanced Levels 4, 5 & 6 (Evening)

ADULT CTE COURSES

___ Microsoft Computer Applications

___ Microsoft Excel

___ Intro to Adobe Creative Suite

___ Intro to Animation

___ Photoshop for Beginners

___ IT Tech Support/Comp TIA A+ Certification Exam Preparation course – AM

___ IT Tech Support/Comp TIA A+ Certification Exam Preparation course – PM

___ Sports Physical Therapy

___ Intro to Health Occupations

___ Medical Terminology

PERSONS WHO APPLY FOR AND ACCEPT AN EXTENDED YEAR ASSIGNMENT MUST BE AVAILABLE FOR THE ENTIRE ASSIGNMENT, EXCLUDING ILLNESS.

We anticipate that enrollment and funding for the 2024 BAS summer school program will be sufficient to offer the position(s) listed on this application. At the printing of this application, however, we do not know with certainty if and how the summer program will be funded. Therefore, preliminary assignments will be offered on the basis of adequate enrollment as well as funding that is not part of a categorical block grant. (The District will be the sole judge of the adequacy of funding available for summer school.) If the summer school program is funded appropriately, enrollment in a scheduled class will remain very important. This District retains the right to cancel any class and the affected summer school teaching assignment should enrollment drop significantly at any time during the summer session.

Applications must be received via email by 4:00 p.m. on
MONDAY, APRIL 1, 2024

***There will be NO Stipend for working Summer School.**

Notice of Non-Discrimination

The Burbank Unified School District is committed to equal opportunity for all individuals in education. District programs and activities shall be free from discrimination based on disability, gender, gender identity, gender expression, genetic information, nationality, race or ethnicity, religion, sexual orientation, or association with a person or group with one or more of these actual or perceived characteristics.