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Teacher/Office Aide Application Form

Students who want to become a Teacher/Office Aide for the school year must complete the following application. The role of a Teacher/Office Aide for Flagstaff High School is an important responsibility and should not be seen as a "free period" where a student can sit on their phone or roam the hallways. Furthermore, most teachers will be permitted to have only one Teacher Aide for the entire day. The Office Aides will have more positions depending on the placement but are still limited. This means that there will not be enough placements for all the students applying to be an Aide. Please complete the following application and return it with your registration forms. The teacher you indicate will read over the applications and select their Aide for next year. If you are not selected, we will use your alternative elective when creating your schedule.

Rules:

- Juniors and Seniors only
- Teachers can only have one Aide for the entire day.
 - o Exception: Front Office, Counseling Office, Athletic Office, and Library Aide
- Teachers are not permitted to have an Aide during their prep period.
- Only one Aide position per year, per student.
- This position is a privilege and not a right. If the student can't handle the responsibility, administration has the right to remove them from the course.
- Students must sign a confidentiality contract.

Student:	I.D. #:	Grac	le:	
Teacher Name:				
	cher you are requesting want you are not guaranteed the		•	
		OR		
Attendance Office	_ Counseling Office	_ Athletic Office	Library	Nurse

Complete the Essay Prompt on the back and return with your registration paperwork or to the counseling office for teacher and counselor approval. Applications without the completed Essay Prompt will not be reviewed.

Essay Prompt

As part of your application for the position of Teacher/Office Aide, please <u>hand write</u> an essay that answers the following questions on the space provided:

- 1. Why do you want to be a Teacher Aide?
 - Describe what motivates you to assist in a classroom setting and what you hope to gain from the experience. Are there particular skills or qualities you have that will help you in this role?
- 2. What are your goals for the upcoming school year, and how will being a Teacher/Office Aide help you achieve them?

What are you hoping to learn or accomplish in this role? How does this opportunity fit into your future aspirations or long-term goals?

Please ensure your essay is well-organized and thoughtful. Be sure to proofread your work for grammar and spelling before submitting.