

## STAFF APPLICATION PORTION OF DOCUMENT

I am a new staff member:  Name Change:

Last Name (please print): \_\_\_\_\_

First Name (please print): \_\_\_\_\_

I have read the District Acceptable Use Policy. I understand and will abide by the stated Terms and Conditions for the District network and network resources. I further understand that violation of the regulations is unethical and may constitute a criminal offense. Should I commit any violation, my access privileges may be revoked and/or appropriate legal action taken.

User Signature: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

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

HR Use Only									
Position					Building				
Administrator		Para – RegEd			District Office				
Custodian		Para – SpEd			High School				
Food Service		Principal			Middle School				
Guidance		Secretary			Thomas Holtzman				
Librarian		Teacher – RegEd			Sara Lindemuth				
Maintenance		Teacher – SpEd							
Group / Special									
STEA		TEAMSTERS			CSIU				
STESPA		Non-Classified			ESP				
Special Instructions									
Account Expiration Date		/	/		Short-Term Sub		Long Term Sub		
Application Approval									
District Office Approval Initials									
Technology Department Use Only									
Staff Email Distribution Groups									
HS ProStaff		STEA			Staff Librarians			Staff SpEd	
MS ProStaff		STESPA			Staff Maint			Staff SpEd Aides	
TH ProStaff		Staff Admin			Staff MMS			Bldg Office	
SL ProStaff		Staff Confidential			Staff Nurse				
HS Staff		Staff Custodian			Staff Para				
MS Staff		Staff DO			*Para Bldg				
TH Staff		Staff FS			Staff Principals				
SL Staff		Staff Guidance							
MMS Account Creation									
Generations		Teacher			Staff Web Portal				