

<u>Position</u> Superintendent	<u>School Corporation</u> Jennings County School Corporation
<u>Job Description</u> See Posting.	
<u>Experience Required</u> <ul style="list-style-type: none">• Building-level administration experience required• Central office experience preferred• Strong working knowledge of community relations and willingness to be a visible leader in the Community• Approachable leader with proven ability to motivate highly qualified personnel• Working knowledge of curriculum, school finance, school law, collective bargaining, and human relations• Possess the highest personal standards, good morals, ethics, honesty and integrity	
<u>How to apply</u> Applications may be downloaded from www.jcsc.org .	
<u>Position Start Date</u> Negotiable	
<u>Application Deadline</u> August 1, 2022	
<u>Contact Information</u> <p>Please direct all inquiries related to this application to the University Search Team members.</p> <p>Contact: Dr. Michele Moore, Indiana University, email: micdmill@indiana.edu cell: 317-430-0766</p> <p>Please complete all application documents including the required signatures. Only complete applications (including all required applications documents) will be considered. All materials should be emailed to: Dr. Michele Moore, micdmill@indiana.edu Paper applications will not be accepted.</p>	



Jennings County School Corporation

Application for Superintendent

Application Information

Full Name: _____ Date: _____
Last First M.I.

Address: _____
Street Address Apartment/Unit #

City State Zip

Phone: _____ Email: _____

Present Position/School Corporation: _____

Years in This Position _____	Years in Corporation _____
Pupils Enrolled _____	Elementary Schools _____
Total Certified Staff _____	Intermediate Schools _____
Total Classified Staff _____	Middle/Jr. High Schools _____
Annual District Budget _____	Senior High Schools _____

Do you hold a valid Indiana Superintendent's License? Yes _____ No _____

May we contact your current employer? Yes _____ No _____

Non-Discrimination Statement - It is the policy of this Corporation to provide an equal opportunity for all students, regardless of race, color, creed, disability, religion, gender, ancestry, age, national origin, limited English proficiency, (marital status SHS only), place of residence within the boundaries of the School Corporation, or social or economic background, to learn through the curriculum, programs, or activities offered in this Corporation.

Present Contract Relationship

Length of Present Contract _____ Expiration Date _____ Date Available _____

Buy-out Clause _____ Current Salary _____ Board Paid Annuities _____

Life Insurance Face Value _____ Travel Allowance. _____

Long-Term Disability Yes ____ No ____ Dental Insurance Yes ____ No ____

Vision Insurance Yes ____ No ____ Health Insurance Yes ____ No ____

Other Insurance or Benefits _____

Professional Experience and Employment Record

(Please list the most recent first)

Position	Organization	Dates of Employment

Graduate and Undergraduate Experience

(Please list the most recent first)

Institution	Dates Attended	Major/Minor	Degree/Date

Professional Leadership

*Please list three (3) professional organizations in which you have been most active
(List offices held, awards, etc.)*

Professional Organization	Offices Held	Responsibilities

Additional Application Information

*Please answer the following questions
(Please list the most recent first)*

If you answer YES to any of the first five questions, please explain on a separate page. Include the date of the incident, the charge, the court action taken, the offense in question, and the address of the court involved.

1. Are you presently being investigated or under a procedure or process to consider your discharge for misconduct by your present employer?
Yes _____ No _____
2. Have you ever been reprimanded, disciplined, discharged, or asked to resign from a position?
Yes _____ No _____
3. Have you ever resigned from a prior position without being asked but under circumstances involving your employer's investigation of your sexual conduct with another person, mishandling of funds, or other criminal conduct?
Yes _____ No _____
4. Have you ever pleaded guilty or no contest to or have been convicted of any crime involving sexual abuse of any person or any crime of moral turpitude?
Yes _____ No _____
5. Have you ever been convicted of a misdemeanor and/or felony or ever entered a plea of guilty or a plea of no contest, or has any court deferred further proceedings with entering a finding of guilty or placed you on probation for a crime?
Yes _____ No _____
6. Are you eligible to work in the United States of America?
Yes _____ No _____

Professional Qualifications and Selection Criteria

- Building-level administration experience required.
- Central office experience preferred
- Strong working knowledge of community relations and willingness to be a visible leader in the community
- Approachable leader with proven ability to motivate highly qualified personnel
- Working knowledge of curriculum, school finance, school law, collective bargaining, and human relations
- Possess the highest personal standards, good morals, ethics, honesty and integrity.

Notice, Authorization, and Release

I understand that my application will be on file with the **Jennings County School Corporation** for at least three (3) years and that materials accompanying this application become the property of the **Jennings County School Corporation**.

I certify that I have made no misrepresentations or falsifications of these statements, answers, or included documents. I am also aware that should investigations disclose such, my application will be disqualified, my name removed from all

eligible lists, and my future applications will not be accepted. I am also aware that falsification of this application or any accompanying data, may result in dismissal from any position at the **Jennings County School Corporation**.

I authorize any person, agency, partnership, or corporation having any information concerning my background, educational records, or employment records to release such information. This information is to be used for possible employment with the **Jennings County School Corporation**.

Furthermore, I agree that I have freely signed this document and have a copy of this Authorization and Release, whether it be a photocopy or otherwise and it shall have equal standing and import as if were the original.

Signature _____ Date _____

Submittal Requirements

All applicants are expected to provide the following:

- Letter of Intent
- Resume
- Completed and signed application
- Response to all application questions
- Copy of valid Indiana Superintendent license or evidence of qualification
- College/University credentials and transcripts
- Three (3) current letters of reference (Two years or less)

Directions for submitting applications and credentials:

Inquiries related to this application should be directed to the University Search Team members.
Contact: Dr. Michele Moore, Indiana University, email: micdmill@indiana.edu cell: 317-430-0766

Please complete all application documents including the required signatures. Only complete applications (including all required applications documents) will be considered. All materials should be emailed to:

Dr. Michele Moore, micdmill@indiana.edu

No paper applications will be accepted.

Additional Candidate Information

If you are tentatively offered the Superintendent position, the **Jennings County School Corporation** will complete an extensive background investigation prior to making the final offer of employment. If you are tentatively offered the position you will be required to complete the authorization for an Indiana and National Background Check and submit the signed document by a date directed by the **Jennings County School Corporation Board of School Trustees**.