

APPLICATION FOR APPOINTMENT AS SUPERINTENDENT OF SCHOOLS

BOUNDARY COUNTY SCHOOL DISTRICT #101

Applicant Name: _____

Home Phone Number

Address: _____

Cell Phone Number

Business Phone

Business Phone

E-mail Address: _____

I solemnly understand that any contract issued is conditioned upon having an Idaho Administrator's Certificate endorsed for Superintendent valid for the period of service covered by the Contract, and any false statement made in this application shall constitute sufficient grounds for voiding any Contract issued at the discretion of the Board of Trustees of Boundary County School District No. 101.

Signature of Applicant

Date of Signature

I authorize Boundary County School District #101 to communicate with all my former employers, school officials and persons who have knowledge of my professional qualifications and to furnish any/all information regarding me, including information contained in my personnel file. I hereby release all employers, schools and individuals from any liability for any damage whatsoever resulting from giving such information.

Signature of Applicant

Date of Signature

Note: A completed application must include 1) Letter of Interest, 2) Current Resume, 3) Completed Application Form, and 4) Reference letters, certificates and licenses, and academic transcripts from colleges/universities indicating degree(s).

Certification

A. Do you hold a current Administrator's Certificate endorsed for the following?

Idaho Superintendent: _____ YES _____ NO

If yes, please supply a copy of certificate.

If no, please provide status of Idaho Certification or other state certification.

B. Have you ever had a diploma, credential or certification denied, revoked or suspended?

_____ YES _____ NO If yes, provide additional information.

C. Have you ever failed or refused to fulfill a contract of employment entered into by you with any school district?

_____ YES _____ NO If yes, provide additional information.

D. Have you ever been dismissed from any teaching or administrative position?

_____ YES _____ NO If yes, provide additional information.

References

Please provide three employer/professional references that have first-hand knowledge of your character and abilities. All provide three personal references. Others may be included in your resume materials.

Professional

1. Name: _____

Title: _____

Address: _____

Phone: _____ Length of Time Known: _____

2. Name: _____

Title: _____

Address: _____

Phone: _____ Length of Time Known: _____

3. Name: _____

Title: _____

Address: _____

Phone: _____ Length of Time Known: _____

Personal

1. Name: _____

Title: _____

Address: _____

Phone: _____ Length of Time Known: _____

2. Name: _____

Title: _____

Address: _____

Phone: _____ Length of Time Known: _____

3. Name: _____

Title: _____

Address: _____

Phone: _____ Length of Time Known: _____

These items are normally included on resumes thus to facilitate application process be certain these items A, B, and E are answered within your offered resume.

A. Professional/Community Organization Membership

Please provide names of Professional and Community organizations, city and state, membership role and time period served.

B. Educational Training

Please provide listing in order of attendance. Submit transcripts if placement file is not available.

Provide **1)** College/University attended, **2)** Location, **3)** Dates of Attendance, **4)** Degree earned and date of degree, **5)** Major and number of credit hours, minor and number of credit hours and **6)** any other degrees attained.

C. Current Employment

Are you presently under contract to a school district? _____

If so, Please provide name and address of that School District where presently employed:

Grades Served: _____ Enrollment: _____ Total Budgets: _____

If offered, I would be able to accept a contract by: _____

Please Provide Date

D. List in rank order the areas in which you feel you excel:

_____ Staffing Management

_____ Educational Program Management

_____ Facilities & Bond Issues

_____ Budgeting Processes/Sound Fiscal Management

_____ Policy Making

_____ Negotiations

_____ Public Relations - In-District

_____ Community Relations

_____ Conflict & Problem Management

_____ Programs to keep students in school

E. Employment History

Please include chronological employment history noting employers name and address and position held, duties performed and dates of employment.

If more space is needed for answers, please attach additional pages (limit one page per question.)

F. What would you consider, in rank order, the three most recent trends having the greatest impact upon education?

G. How would you best describe your leadership and communication style?

H. Describe your concept of a positive board/superintendent relationship.

I. Describe your experiences and approach to community relations and working with a diverse community membership.

J. Describe your experiences with and approach to working with and motivating the administrative, instructional and classified staff members.

K. In twenty-five (25) words or less, what is the greatest thing you would bring to Boundary County for its students, staff and community?

Return Completed Applications Materials to: Idaho School Boards Association
Attn.: Misty Swanson
By Mail or Email:
PO Box 9797, Boise, ID 83707
misty@idsba.org

Please direct any questions to Misty Swanson: (208) 854-1476 or misty@idsba.org