

Delphi Community
Schools

Application for Superintendent

APPLICANT INFORMATION

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

Address: _____
Street Address Apartment/Unit #

City State Zip Code

Phone: _____ Email: _____

Present Position/School 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 _____

PRESENT CONTRACTUAL 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/OR EMPLOYMENT RECORD

(Please list most recent first)

Position	Organization	Dates of Employment
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

UNDERGRADUATE AND GRADUATE EDUCATIONAL EXPERIENCE

(Please list 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

APPLICATION FOR SUPERINTENDENT QUESTIONS

(On a separate sheet, respond to each of the following questions/remarks in 300 words or less.)

1. Based on your knowledge of the Delphi School Corporation, describe how your qualifications and professional personal characteristics match the needs of our school corporation. Be sure to list any unique qualities, which may distinguish you from other candidates applying for this position.
2. What have you done to improve school performance? How were the needs identified, and what measures were put into place to improve measure and sustain performance in all curricular areas? We are especially interested in your thoughts relating to Vocational Education since many of our students may not be going to a four-year college.
3. List a minimum of (3) community leadership activities in which you have been active and describe your role in relation to the nature of each activity and community impact because of your leadership.
4. Describe your philosophy of Educational Leadership and how you would implement your vision for student achievement while displaying the following qualities:

Healthy communication with all constituents---give some examples of how you have handled communication with other administrators, staff, parents, community leaders, patrons and community groups.

Developing a corporation vision and long-range plan for the district. If you can provide specific examples this would be helpful.

5. With open enrollment, there is a need for every school corporation to market themselves. Describe how you have done such in the past and what seemed to be successful.

Describe in as much detail as possible your plan for marketing the Delphi School Corporation.

6. Describe how you would work to develop a culture of Trust from within and outside the school corporation.

7. Describe your personal experience in school finance (developing and managing a budget), planning for future financial challenges and working with legislative leaders both locally and at the State level.

8. What is your perception of the role of the School Board and the role that the superintendent plays as the leader of the school corporation?

ADDITIONAL APPLICATION INFORMATION

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 prior 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 been convicted of any crime involving sexual abuse of any person or any other 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 or 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 _____

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

ADDITIONAL CANDIDATE INFORMATION

If you're tentatively offered the Superintendent position, the Delphi Community Schools will complete an extended background investigation prior to making the final offer of employment. If you're 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 Delphi Community Schools Board of School Trustees.

NOTICE, AUTHORIZATION AND RELEASE

Delphi Community Schools' Board Policy ACS NONDISCRIMINATION AND EQUAL EMPLOYMENT OPPORTUNITY states: Delphi Community Schools is committed to an environment in which all individuals are treated with respect and dignity. This includes ensuring that its students and employees are not subject to sexual harassment, or to harassment or discrimination based on race, color, religion, sex, transgender status, national origin, sexual orientation, gender identity, age, military status, ancestry, genetic information, disability or any other characteristic protected by law. Delphi Community Schools prohibits any such harassment or discrimination and all persons associated with the school community. This includes but not limited to; the Board, the administration, the staff, the students, agents, volunteers, contractors, and persons subject to the supervision and control of the School Corporation are expected to conduct themselves at all times so as to provide an atmosphere free from harassment, discrimination, and retaliation. Complaints of violations of these policies will be investigated and resolved appropriately.

I understand that my application will be on file in the Delphi Community Schools' Corporation Office for one (1) year, and all materials accompanying this application become the property of the Delphi Community Schools.

I certify that there are no misrepresentations or falsifications of these statements and answers. I am also aware that should investigations disclose such, my application may be disqualified, my name removed from all eligible lists, and my future applications may not be accepted. I am also aware that falsification of this application, or any accompanying data, may result in my dismissal from any position with the Delphi Community Schools.

I authorize any person, agency, partnership, or corporation having information concerning my background, educational records, or employment records to release such information. This information is to be used for possible employment with the Delphi Community Schools.

Signature _____ Date _____

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

Signature _____ Date _____

PROFESSIONAL QUALIFICATIONS AND SUBMITTAL INFORMATION

Professional Qualifications and Selection Criteria:

- ❖ Central office experience preferred;
- ❖ Building level experience required;
- ❖ Effective skills in communication, multi-tasking, collaboration, and marketing;
- ❖ Approachable leader with demonstrated ability to motivate highly qualified personnel;
- ❖ Working knowledge of :
 - School Finance
 - School Law
 - Collective Bargaining
 - Successful Program Evaluation
 - Selection and Retention of Staff
- ❖ Possess the highest personal standards, good morals, ethics, honesty, and integrity.

Submittal requirements:

All applicants are expected to provide the following:

Letter of intent
Completed and signed application
Current Resume
Copy of valid Indiana Superintendent's License or evidence of qualification
College University credentials and transcripts
Response to questions
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 Superintendent Search Team members. Contact:

Dr. John Hill, jehill@purdue.edu 574-780-6910 or
Dr. Jim Freeland freeland@purdue.edu 812-363-3904

Please complete all application documents, including all required signatures. The online application form is a fillable PDF, and must be saved and printed off with signature. All supporting documents, should be signed and dated as well. **Print all documents and mail the application forms with all supporting materials to the address below.**

Dr. John Hill/Dr. Jim Freeland
Department of Educational Leadership & Policy Studies
Beering Hall
100 N. University Street
West Lafayette, IN 47907-2098

The deadline for submitting an application is February, 19 2021. Documents must arrive at the designated location by 12:00 p.m. (EST) on February 19, 2021.

