

APPLICATION FOR POSITION OF SUPERINTENDENT OF SCHOOLS

I. PERSONAL INFORMATION

Name _____

Home Address _____ Home Phone (____) _____

City _____ State _____ Zip _____

May we inquire of your physician regarding your ability to perform job functions? _____ Yes _____ No

II. PRESENT EMPLOYMENT

Title of Present Position _____

Employed by _____ Bus. Phone _____

Business Address _____

No. of Students _____ No. of Certified Staff _____ Classified _____

Length of Time in Present Position _____

Present Contractual Relationship _____

III. EDUCATIONAL AND PROFESSIONAL PREPARATION

Institution Name/Location	Inclusive Dates Months/Years	Degree(s) and/or Certificate(s)	Major/Minor	Qtr.

IV. CERTIFICATION

I hold an applicable State superintendent's credential (certificate) issued by the State Board of Education.

YES _____

NO _____

V. ADDITIONAL INFORMATION

Have you ever been dismissed, fired, or discharged from any position of employment? No ___ Yes ___
If yes, please explain:

Have you ever resigned, or been asked to resign, from a position of employment? No ___ Yes ___
If yes, please explain:

Have you ever had a teaching certificate or license or any other professional license revoked or suspended?
No ___ Yes ___ If YES, please give date(s) and explain:

With the exception of minor traffic offenses, please list all convictions, guilty pleas, and pleas of *nolo contendere* (no contest) to charges of misdemeanor or felony crimes. Please give the date of the offense, where the offense occurred, and any explanation you wish to offer.

Driver License Number _____ State _____ Class _____

VI. EXPERIENCE - Teaching and Administrative (list in reversed chronological order)

Position Title	Dates Months/Years	Employer/Location	Reason for Leaving

VII. OTHER PERTINENT EXPERIENCE

Position Title	Dates Months/Years	Employer/Location	Reason for Leaving

VIII. MEMBERSHIPS - PROFESSIONAL

(indicate offices held, if any)

IX. HONORS, AWARDS, ACCOMPLISHMENTS

(Scholarships, articles or books authored, honorary degrees, citations, special recognition, lectureships, workshops, major address, etc.)

X. COMMUNITY ACTIVITIES

(Voluntary and community services, clubs, etc.)

XI. REFERENCES

(Please list four references, preferably recent employers, who may be contacted. If you wish to reserve the confidential status of your application at this time indicate your reservations below.)

Name	Title	Address	Telephone

LIMITATIONS ON CONTACT OF REFERENCES:

XII. PERSONAL ATTRIBUTES

List three or four attributes which you feel help assure your success as a superintendent of the Caswell County Schools.

A. What are your career goals?

B. How would you inspire community support for quality education?

C. How would you inspire staff support for your leadership?

D. Describe an innovative program or project that you have implemented in the last five years.

E. What do you feel are your strengths?

F. What do you feel are your weaknesses?

G. How do the Board's and the Superintendent's respective roles, compliment and support each other?

XIII. RELEASE AND CERTIFICATION

I hereby expressly authorize Caswell County Board of Education and its agents and employees to make any investigation of my personal, financial or employment history. This release expressly includes, but is not limited to, federal and/or state, criminal, law enforcement or traffic records. I further authorize any former employer, person, firm, corporation, credit agency, administrative body or governmental agency to give to Caswell County Board of Education, its agents or employees any information they may have regarding me. In consideration of the review of my employment application by the Caswell County Board of Education, I hereby release the Caswell County Board of Education, its agents and employees, and any and all providers of information to whom this is sent from any liability as a result of furnishing or receiving this information. I hereby authorize my previous employers to provide all information which they may have concerning my past employment and release them and the Caswell County Board of Education and its agents and employees, as well as all previous employers from any potential liability resulting from the release of information. I also certify that I have read this information carefully and that the information I have given is correct and complete. I understand and agree that the falsification of any statement on this application, or in any personal interview, will constitute sufficient grounds for non-employment or dismissal.

XIV. Please sign below:

I certify that the information listed on this application is accurate and true.

Signature

Date

**AUTHORIZATION AND RELEASE
REGARDING PUBLICLY AVAILABLE INFORMATION ON THE INTERNET**

Thank you for submitting an application for the position of Superintendent of the Caswell County School System. During the process of evaluating candidates, the Caswell County board of Education ("Board") or its agents may view and/or access information about applicants that is publicly available, including information that is publicly available on the Internet. The Board will not use information from any such source to discriminate on the basis of race, religion, sex, national origin, disability, age, genetic testing and screening information, or veteran status or any other legally protected status.

You are encouraged to submit any publicly available information of which you are aware to Caswell County Schools. You may also attach an explanation and supporting documents, if any, to be forwarded to the Board.

By signing below, I _____ (applicant) acknowledge and agree that the Board may view and/or access publicly available information about me, including information publicly available on the Internet, as part of its review of my application for the position of the Caswell County Superintendent of Schools. I further understand and agree that falsification of any publicly available information, explanation or supporting documentation will constitute sufficient casual grounds for non-employment and/or dismissal.

Signature

Date

Print Name:

Please read, sign and return this form with your signed application and any responsive documents by the application deadline so that we may continue processing your application.