



## KOKOMO SCHOOL CORPORATION

*Creating a Better World Through Education*

### Application for Superintendent of Schools

The following items must be received by **March 24, 2021**

- Letter of Intent
- Current Resume
- Completed Application Form
- Copy of Valid Superintendent's License
- College or University Transcript
- Three Current Letters of Recommendation

**Completed applications should be directed to (via US Mail or email):**

Dr. Terry McDaniel  
 Department of Educational Leadership  
 Bayh College of Education, Room 317C  
 Indiana State University  
 Terre Haute, IN 47809  
 Phone # 812-821-7252  
[tmcdaniel@indstate.edu](mailto:tmcdaniel@indstate.edu)

If you have any questions, please direct them to Dr. Terry McDaniel, not to the school district. The University Placement Team will assist the Board in the screening process. All applications will be held in strict confidence.

### Candidate Attributes

- Visionary leader with high expectations and successful administrative experience
- Willing and able to be a visible community leader who possesses, models, and expects fairness, honesty, and integrity with all stakeholders
- Strong working knowledge of community relations, program evaluation, finance, school law, collective bargaining, personnel recruitment, selection, and retention
- A sincere interest in promoting and preserving high academic achievement in a competitive local market
- Sensitivity to the total needs of all socio-economic and cultural backgrounds pertaining to students, parents, educators, and support staff
- Can maintain a positive relationship with administration, certified staff, and classified staff.

### Non-Discrimination Policy

*It is the policy Kokomo Community Schools not to discriminate on the basis of race, color, religion, sex, marital status, national origin, limited English proficiency, age, handicap, or disability in its educational programs, activities, or employment policies as required by the Indiana Civil Rights Act of 1964, the Equal Pay Act of 1973, Title IX (1972 Education Amendments), Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act and any other applicable Federal or State nondiscrimination law.*

Personal Information

Name \_\_\_\_\_ Last First Middle Maiden

Home Address \_\_\_\_\_ Street City State Zip

Phone \_\_\_\_\_ Daytime Cell

Present Position \_\_\_\_\_

Name of School District \_\_\_\_\_

Total Enrollment \_\_\_\_\_ Number of Elementary Schools \_\_\_\_\_

Number of Administrators \_\_\_\_\_ Number of Intermediate Schools \_\_\_\_\_

Number of Certified Staff \_\_\_\_\_ Number of Middle/ Junior High Schools \_\_\_\_\_

Number of Classified Staff \_\_\_\_\_ Number of High Schools \_\_\_\_\_

Do you hold a valid Indiana Superintendent’s license? \_\_\_\_\_ Yes \_\_\_\_\_ No

Attach a copy of your license or a letter stating you are eligible for the license from the Indiana Department of Education.

Present Contract Information

Length of Present Contract \_\_\_\_\_ Expiration Date \_\_\_\_\_

Present Salary \_\_\_\_\_ Date Available \_\_\_\_\_

Do you have a buy-out clause in your current contract? \_\_\_\_\_ Yes \_\_\_\_\_ No

Should this application be treated as confidential with regard to your present employer? \_\_\_\_\_ Yes \_\_\_\_\_ No

Attach Resume

Your resume should include: Undergraduate and Graduate Work, Additional Educational Preparation, Certificates held, Community Activities, Previous Professional Experience, and Three Professional References

## Application Questions

**Please attach responses to the questions listed below**

1. What does Kokomo offer which makes you desire to be our next superintendent? What qualities and experiences set you apart from all other applicants?
2. Discuss the strengths and challenges you will bring to Kokomo in working with the diversity of the schools and the community.
3. Discuss the advantages and disadvantages in working with inclusion and how you will address them as superintendent.
4. Describe your educational leadership and management philosophies in developing and maintaining your relationships with the certified and classified staff.
5. Explain your marketing approach to attract, develop, and retain talented certified and classified staff.
6. How would you apply technology in our schools and in what direction might you take to further utilize the use of technology to support instruction?
7. Describe your philosophy and your experience in working with district budgets and finances.

## Application Questions

- \_\_\_\_\_ Yes      \_\_\_\_\_ No      1. Are you presently being investigated or under a procedure to consider your discharge for misconduct by your present or any past employers?
- \_\_\_\_\_ 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 under circumstances involving your employer's investigation for sexual misconduct with another person, mishandling of funds, or criminal conduct??
- \_\_\_\_\_ Yes      \_\_\_\_\_ No      4. Have you ever been charged with 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 charged with, or investigated for, physical or sexual abuse of another person?
- \_\_\_\_\_ Yes      \_\_\_\_\_ No      6. 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 without entering a finding of guilty, or placed you on probation for a crime?
- \_\_\_\_\_ Yes      \_\_\_\_\_ No      7. Are you eligible to work in the United States of America?

**I have answered the above questions accurately and any "yes" answers for Questions 1 through 6 or a "no" answer for Question 7 are explained on a separate attachment including the date of the incident, charge, offense in question, court action taken, and the address of the court involved.**

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 Applicant's Signature

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 Date

## Authorization and Release

I authorize Kokomo Community Schools or its agent to research and verify the information I have provided on my application for employment including my personal background, character, professional standing, work history, and qualifications. The school district or its agent will utilize sources of information it deems appropriate including, but not limited to, criminal conviction records, current and former employees, Department of Motor Vehicle records, military records, credit reporting services, educational records, professional and personal references, and workman compensation records including any and all injuries in compliance with the American with Disabilities Act. I agree, authorize, and consent to release and disclosure of any and all information, including, but not limited to, the above to the school district or its agent. I expressly waive in connection with any request for, or provision of such information, with any claims or causes of action, including without limitation, defamation, infliction of emotional distress, invasion of privacy, or interference with contractual relations that I might otherwise have against the school district, its officials, employees, trustees, or agents, any individual corporate, and/or agency provider of such information. I have read this authorization and release all claims, and I expressly agree to the terms set out herein. I understand that any false or misleading information on this application shall be fully sufficient grounds to be refused employment and/or have a contract terminated.

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 Applicant's Signature

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 Date