

Search
Re-Opened

An invitation to apply for the position of
Superintendent
Watertown City Schools
1351 Washington Street, Watertown, NY 13601



Watertown High



Case Middle



Wiley Intermediate



Starbuck
Elementary



Sherman
Elementary



Ohio
Elementary



North
Elementary



Knickerbocker
Elementary



The Community



Watertown, New York

Watertown is a small city in Northern New York with a population of over 24,000. It is the largest population center in Jefferson County and the county seat. Watertown is located 1/2 hour from the Canadian border, 1 hour from Syracuse, 15 minutes from Fort Drum and with easy access to the Thousand Islands and the Adirondack Park. Watertown International Airport serves the region with flights to Philadelphia, PA.

Settled early in the 19th century, the city's history is reflected in buildings such as the Flower Memorial Library and the Paddock Mansion, which houses the Jefferson County Historical Society. The Thompson Park Zoo is located in an historic park designed by the Olmsted firm.

Today, the region is home to the 10th Mountain Division at nearby Fort Drum, Jefferson Community College, and Samaritan Medical Center. Small manufacturing businesses such as Car-Freshner ("Little Trees") and Knowlton Specialty Papers also provide employment. Local and regional performing art groups offer regular opportunities to experience live music and theater. Outdoor recreation of all kinds is available, with a municipal ice arena at the city fairgrounds and the Dry Hill Ski Area just outside the city limits, and whitewater rafting on the Black River.

District Profile

The Watertown City School District is one of the largest in Jefferson County and has a long history and rich tradition within the community. Featuring a diverse student population and dedicated staff, it has educated generations of residents. The district has five elementary schools, all nestled within residential neighborhoods on both the north and south sides of the city. Its intermediate school, middle school, and high school neighbor each other on a centralized campus. WCSD is one of 18 districts served by Jefferson-Lewis-Hamilton-Herkimer-Oneida BOCES.

Along with providing a comprehensive K-12 education for its approximately 4,000 students, the district offers Advanced Placement programs and dual enrollment courses through our partnership with Jefferson Community College, also located within the city. Students are given a variety of opportunities to excel and earn college credits prior to graduation.

Many higher education opportunities are available locally at Jefferson Community College, St. Lawrence University, Clarkson University, Syracuse University, SUNY Canton, SUNY Potsdam and SUNY Oswego.

For more information visit the Watertown City School District website at:

www.watertowncsd.org



Mission Statement for Watertown City School District:

Watertown City School District is committed to building a caring culture that fosters lifelong learners and responsible citizens.

Application *and* Selection Process

Candidates should submit the following by:

November 28, 2022

- Letter of Interest
- Current Resume
- Completed Application
- Letters of Reference
- Copy of New York State Certifications

TO:

Stephen J. Todd, District Superintendent
Jefferson-Lewis BOCES
20104 State Route 3
Watertown, NY 13601
Phone: (315) 779-7010
placlair@boces.com

A new Superintendent is expected to be selected by December 2022/January 2023 to assume duties by

January/February 2023

COMPENSATION

The salary of the next Superintendent will be commensurate with experience, with a \$190,000 minimum salary. A full selection of negotiated benefits will be offered to the successful candidate.

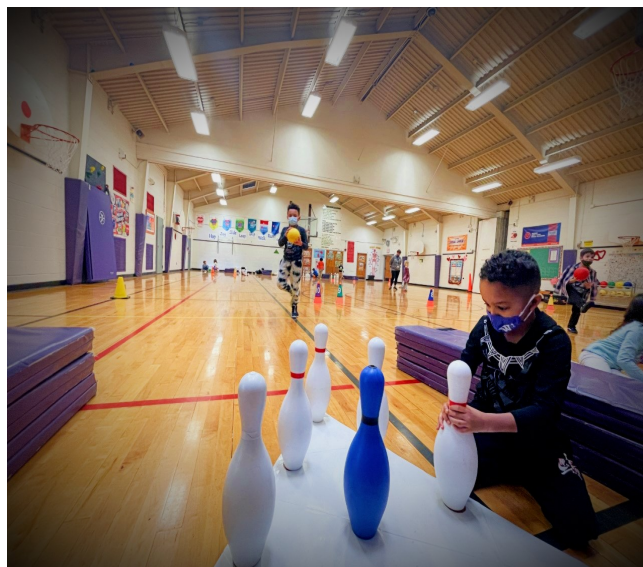
The successful candidate will understand the unique character of the school community and be willing to become an active, visible member of the community along with being personally involved in the total educational program.



Qualities *and* Characteristics of the New Superintendent

The Superintendent of the Watertown City School District will be a student-centered educational leader with vision and integrity who:

- Has been a successful superintendent, assistant superintendent, elementary or secondary principal;
- Has a commitment to excellence, high expectations for students, faculty and staff, and the ability to continue the development of a high quality educational program;
- Demonstrates expertise in understanding school finance and in the management of business affairs;
- Has strong management and organizational skills;
- Will work collaboratively with the Board and respond to their requests for information promptly;
- Is an adept public speaker and puts others at ease during conversation;
- Exhibits expertise in understanding curriculum and staff development programs;
- Is familiar with New York State Education Law and Commissioners' Regulations;
- Exhibits evidence of stability and integrity under pressure;
- Is able to successfully delegate responsibilities and draw on the strengths of the staff;
- Will be active in the community



Watertown City School District

Celebrating Success

- Full day Pre-K Program, in partnership with Benchmark Family Services, Community Action Planning Council, YMCA Daycare, and New Day Children's Center.
- District-wide Farm to School program, with nutritional and educational benefits for students, staff and the community.
- District-wide commitment to PBIS, providing positive climate and culture.
- Strong partnerships with the United States Army, and its Fort Drum installation, with approximately 1/4 of WCSD students coming from military families.
- Long-standing partnerships with a wide variety of community agencies, including YMCA and Cornell Cooperative Extension.
- Numerous AP and college-level courses available for high school students.
- Award-winning vocal and instrumental music programs.
- A wide array of athletic and extra-curricular offerings to meet the interests and talents of an active and diverse student body.

Statistics:

Professional/Instructional Staff	313
Non-Instructional Staff	199
Student Enrollment	3,973

Financial Data:

Budget	\$82,983,069.00
True Value	\$1,685,445,363.00
Tax Rate on True Value	\$11.94
State Aid Ratio	66%



Watertown City Board of Education

The Watertown City School District has a seven member Board of Education with each member serving a three year term. The present board membership is as follows:

Jason Harrington, President
 Rande Richardson, Vice President
 Lorie Converse
 Culley Gosier
 Maria Mesires
 Ammbrose Souza
 Fredric Sovie

The Board participates actively in the programs of the Jefferson-Lewis School Boards Association.

**The Watertown City School District
Is an Equal Opportunity Employer**

[Click here to access the application.](#)

Application Superintendent of Schools Watertown City School District

Please forward copies of the following materials by **November 28, 2022**

- this completed application
- a complete, current resume
- placement credentials, including college transcripts, and letters of reference
- a copy of NYS certification(s)
- applicants are asked not to contact members of the Board of Education except as they may be requested to do so.

Mail to: Stephen J. Todd, District Superintendent or e-mail placlair@boces.com
Jefferson-Lewis BOCES
20104 State Route 3
Watertown, New York 13601
(315)779-7010

Personal Information

Last Name _____ First Name _____ Middle _____

Home Address _____ Telephone _____

Present Position _____ Place of Employment _____

Business Address _____ Telephone _____

Current Salary \$ _____

Personnel Responsible To You: # Instructional _____ # Non-instructional _____

School District Enrollment _____ School District Budget \$ _____
(In current position) (In current position)

Professional Information:

Undergraduate

Institution	Major/Minor	Degree	Graduation Date
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_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Graduate

Institution	Major/Minor	Degree	Graduation Date
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_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

List all certificates that you have earned in education (please enclose copies).

Title of Certification	Date Issued	Date of Expiration	Certification # (valid in state of)

Employment History

List all experience (most recent first). Include school and non-school experience, as well as any military service. (Attach second sheet, if necessary.)

Institution/Activity & Location	Title of Position	Year: From/To	Size/Unit

	Yes	No
A. Have you ever resigned from a position rather than face disciplinary action?	<input type="checkbox"/>	<input type="checkbox"/>
B. Has any disciplinary action been brought against you which resulted in your being discharged from employment?	<input type="checkbox"/>	<input type="checkbox"/>
C. Have you ever been convicted of any crime (felony and/or misdemeanor)?	<input type="checkbox"/>	<input type="checkbox"/>
D. Have you ever had a teaching credential revoked, suspended, surrendered or annulled?	<input type="checkbox"/>	<input type="checkbox"/>
E. Have proceedings ever been initiated against you pursuant to New York State Education Law Section §3020a?	<input type="checkbox"/>	<input type="checkbox"/>

If you answered YES to any of the questions above, provide on a separate sheet the specifics or an explanation for the response. If you elect not to provide specifics, or if such an explanation is insufficient, a confidential investigation may be initiated. None of the above circumstances represents an automatic bar to employment. Each case is considered and evaluated on individual merits in relation to the duties and responsibilities of the position for which you are applying.

Answer the following question using no more than one side of a single sheet of paper.

Please explain why the Watertown City Superintendent of Schools position interests you, what special qualities you have to offer, and what it is from your experiences as a school administrator that would match well with Watertown expectations as they are described in the brochure.

I understand that Watertown City School District will be making an extensive inquiry regarding my background and experience, and I hereby release from any liability anyone giving information regarding me (whether specified in my application or not) so long as the information given is relevant to the duties for which I have applied. If requested, I will sign individual releases. I further understand that all information gathered by you regarding my application will be the property of the Watertown City School District and will not be released to me unless required by federal and state statutes or regulations.

I certify that the information in this application is complete and accurate.

Signature

Date