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LEASOR CRASS, P.C.

APPLICATION FOR POSITION OF SUPERINTENDENT FOR CARROLLTON-FARMERS BRANCH ISD

This is a confidential search. Only the Lone Finalist will be revealed.

The Carrollton-Farmers Branch ISD Board of Trustees is seeking an educational leader to serve as the Superintendent of Schools. The successful candidate must possess the following characteristics and qualifications:

- A valid Texas Superintendent Certification;
- Experience as a teacher and campus administrator with three (3) years of leadership experience in central administration; Superintendent experience preferred.
- A respected professional educator with the ability to recruit and maintain quality staff to ensure student success;
- An excellent communicator with a reputation as an open, approachable, ethical, and enthusiastic leader with the ability to listen to others and foster a climate of mutual trust and respect;
- A dynamic leader with experience working with or leading a diverse student population, who is committed to embrace and educate all students in Carrollton-Farmers Branch ISD;
- A professional educator with a strong background in student performance success, educational technology, and vocational programs who is knowledgeable in developing and utilizing curriculum and assessment that is consistent with reform requirements at the local/state/national levels.
- A visionary leader with proven success who is committed to Carrollton-Farmers Branch ISD, demonstrates active involvement in the District and community, and is willing to live in the District;
- An innovative problem solver who is committed to work in partnership with the Board of Trustees, staff, students, parents, and community to build a climate of transparency, mutual trust, and cooperation;
- An effective delegator with the ability to motivate staff and students, bolster morale and generate enthusiasm while still successfully establishing, delegating, and maintaining authority to hold staff accountable;
- A skilled supervisor of employees at all levels, including the ability to grow employees through effective coaching, goal setting and evaluation while utilizing the components of effective personnel policies, procedures, and practices;
- A responsible supervisor knowledgeable in school finance and budget management, who demonstrates appropriate planning and decision-making practices; and
- An energetic individual who possesses excellent interpersonal, communication, and political skills to assume an active leadership role in the city, region and state on funding, infrastructure and other education-related issues while handling the challenges of student success.

CONDITIONS OF EMPLOYMENT

Salary:	Negotiable, depending on experience
Benefits:	Health Insurance
Moving Expense:	Negotiable
Criminal History/Background:	Required
Fingerprinting:	Required
Residence Requirement:	Must live in District (timeframe negotiable)

Application file should include:

- Letter of Interest
- Current Resume
- Brief Description of Major Accomplishments/Career Vita
- List of References
- Responses to Board Inquiries
- Verification
- Copies of Certificate(s)

Application packets should be electronically submitted to:

suptsearch@leasorcrass.com with the attention line to show Carrollton-Farmers Branch ISD

(A reply email will be sent to confirm submission has been received.)

Applicants will participate in a short Zoom interview after application has been received. You will be contacted to schedule a time to complete the interview with a member of the search team. The Zoom interview will be recorded and given to the Board as a part of the application.

Application Deadline: January 17, 2023

Desired Beginning Date: March 20, 2023

The superintendent search will be conducted by Leasor Crass, P.C. Contact:

Rhonda Crass, Shareholder

682.422.0009 or rhonda@leasorcrass.com

All applications will be treated confidentially and only the Lone Finalist will be revealed. Applicants are not to contact any members of the Board of Trustees. The final selection and appointment is the sole responsibility of the Board of Trustees. All personnel of the Carrollton-Farmers Branch Independent School District are employed without regard to race, color, religion, sex, disability, age, or national origin. For clarification and application inquiries, call 682.422.0009.

TIMELINE

Application Deadline	January 17, 2023
Select Applicants to Interview	January 24, 2023
Initial Round of Interviews	January 26 – February 1, 2023
Follow up Interview	February 7-9, 2023
Board names Lone Finalist	February 15, 2023
Board votes to hire Lone Finalist	March 9, 2023
Preferred Start Date	March 20, 2023 <i>(to be negotiated)</i>

VERIFICATION FOR SUPERINTENDENT APPLICATION

Please attach a brief explanation for any circumstances arising from the questions below that you are unable to initial. I hereby certify that none of the listed conditions have occurred by initialing each of the following:

_____ I have never left any educational school-related employment, voluntarily or involuntarily, while the subject of an inquiry, review, or investigation of alleged misconduct or alleged violation of the professional standards of conduct or had reason to believe such investigation was imminent.

_____ I am currently not the subject of an inquiry, review or investigation for alleged misconduct or alleged violation of the professional standards of conduct.

_____ I have never failed to complete a contract for educational services in any educational or school-related position because of any alleged misconduct or alleged violation of the professional standards of conduct.

_____ I have never had a professional certificate, credential or license of any kind revoked or suspended, nor have I been placed on probationary status for any alleged misconduct or alleged violation of the professional standards of conduct.

_____ I have never been denied a professional license for which I applied or was granted a professional license on a conditional or probationary basis for any alleged misconduct or alleged violation of the professional standards of conduct.

_____ I have never surrendered a professional license of any kind before its expiration.

_____ I have never been disciplined by any public agency responsible for licensure of any kind, including, but not limited to, educational licensure.

_____ I have never been convicted or been granted conditional discharge by a court for any: (a) felony, (b) misdemeanor, or (c) major traffic violation, such as: driving under the influence of intoxicants or drugs; reckless driving; fleeing from or attempting to elude a police officer; driving while my license was suspended, revoked or used in violation of any license restriction; or failure to perform the duties of a driver or witness at an accident.

_____ I have never entered a plea of guilty or no contest relative to any charge for an offense listed in the question above.

_____ I have never had any civil judgment or other court order entered against me resulting from abuse, assault, battery, harassment, intimidation, neglect, stalking or other threatening behavior toward other persons.

_____ I have never been the subject of a substantiated report of child abuse or sexual misconduct involving a K-12 student or minor child.

_____ I am currently not the subject of an ongoing investigation related to a report of suspected child abuse or sexual misconduct (involving a K-12 student or minor child).

CERTIFICATION OF VERIFICATION

The information that I have provided in this Verification of Superintendent Application is true and accurate to the best of my knowledge. I have answered all of the questions to the best of my ability and I have not knowingly withheld information that would negatively affect my application. Any misrepresentations or omissions of fact in this application, any materials submitted with this application, or during interviews may be cause for rejection of this application or subsequent dismissal from employment, if hired.

I hereby authorize all my current and former employers who are education providers to disclose the: (a) dates of my employment; (b) whether I was the subject of any substantiated reports of child abuse or sexual misconduct related to my employment; (c) the dates of any substantiated reports; (d) the definitions of child abuse and sexual misconduct used by the education provider when the determination was made that any reports were substantiated; and (e) the definitions of child abuse and sexual misconduct used by my education provider employer to determine whether any reports were substantiated.

I authorize my listed references, current and past employers and educational institutions, and anyone else who has information about my work history, education qualifications, or fitness to perform the position of superintendent to provide such information to the school district for which I have completed an employment application. I release the school district and all persons providing this information to the school district from any liability whatsoever for obtaining and providing that information, regardless of the results.

I acknowledge that finalists in this superintendent search may be subject to criminal records check by the school district and a license review through the Texas Teacher Standards and Practices Commission or any other relevant state licensing agency related to my employment.

I acknowledge that the school district may conduct an Internet search, reference checks, background investigations and confirmation of employment as a part of this application.

Signature of Applicant

Printed Name of Applicant

Date

BOARD INQUIRIES

1. What do you think will be the biggest challenges you and this board will face in your first 3 months on the job?
2. How does your teaching experience influence or relate to your ability to achieve student success in Carrollton-Farmers Branch ISD?
3. What leadership qualities and behaviors do you possess to build and maintain trust between the superintendent within the organization?