



Brownsburg Community School Corporation

Application for Superintendent

Professional Qualifications and Selection Criteria

- Central office leadership experience preferred
- Approachable leader with demonstrated ability to motivate all members of the faculty and staff to embrace a culture of excellence and exceptional student achievement
- Knowledge on how to effectively manage enrollment growth
- Values relationships as a foundation of the district, both internal and external, with effective skills in communication and collaboration
- Strong working knowledge of community relations and willingness to be a visible community leader
- Promotes fiscal responsibility of the school district
- A minimum of three years of successful public school teaching preferred
- Possesses the highest personal standards, good morals, ethics, honesty, commitment, and integrity

Submittal Information and Requirements

All applicants are expected to provide the following:

- Letter of Intent
- Resume
- Completed and signed application
- Response to all application questions
- Copy of valid Indiana Superintendent license or evidence of qualification
- College/University credentials and transcripts
- 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 Search Team members.

Contact: Dr. Marilynn Quick at mquick@bsu.edu or 765-749-8427

Please complete all application documents including the required signatures. Only complete applications (including all required applications documents) will be considered.

All materials should be emailed to: Dr. Marilynn Quick at mquick@bsu.edu.

Applications must be received prior to the application deadline of **April 19, 2024**.



Brownsburg Community School Corporation

Application Information

Full Name: _____ Date: _____

Address: _____
Street Address *Apartment/Unit #*

City *State* *Zip*

Phone: _____ Email: _____

Present Position/School Corporation: _____

Years in This Position	_____	Years in 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 Contract 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 ____

Professional Experience and Employment Record

(Please list the most recent first)

Position

Organization

Dates of Employment

Graduate and Undergraduate Information

(Please list the 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 Questions

On a separate sheet, respond to each of the following questions/remarks in 400 words or less.

Attach your responses to the application.

1. Why do you want to be superintendent of **Brownsburg Community School Corporation**? What special strengths do you bring to our district? What unique skills and experiences define you as a superintendent?
2. Describe your experience in budget and finance. How do you define and ensure fiscal responsibility for the school district in the future?
3. What is your vision and strategy for maintaining and enhancing the academic performance of each student in a safe, supportive learning environment as the district experiences enrollment growth?
4. **Brownsburg Community School Corporation** has great pride in community involvement. It is vital that the superintendent be involved in community activities and community partnerships, both district-wide and state-wide. Describe how you will be involved, communicate, and be an open, visible leader in both district and state activities and organizations.

Additional Application Information

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

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 disciplined, discharged, or asked to resign from a 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 have been convicted of any crime involving sexual abuse of any person or any 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 of 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 ___

Notice, Authorization, and Release

If you are tentatively offered the Superintendent position, **Brownsburg Community School Corporation** will complete an extensive background investigation prior to making the final offer of employment. If you are 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 Board of School Trustees of **Brownsburg Community School Corporation**. The district does not discriminate on the basis of the Protected Classes of race, color, national origin, sex (including transgender status, sexual orientation, and gender identity), disability, age, religion, military status, ancestry, or genetic information, which are classes protected by Federal and/or State law (collectively, "Protected Classes") occurring in the Corporation's employment opportunities, programs and/or activities, or, if initially occurring off Corporation grounds or outside the Corporation's employment opportunities, programs and activities, affecting the Corporation environment.

I understand that my application will be on file with **Brownsburg Community School Corporation** will complete an extensive background investigation prior to making the final offer of employment and that materials accompanying this application become the property of **Brownsburg Community School Corporation**. I certify that I have made no misrepresentations or falsifications of these statements, answers, or included documents. I am also aware that should investigations disclose such, my application will be disqualified, my name removed from all eligible lists, and my future applications will not be accepted. I am also aware that falsification of this application or any accompanying data, may result in dismissal from any position at **Brownsburg Community School Corporation**. I authorize any person, agency, partnership, or corporation having any information concerning my background, educational records, or employment records to release such information. This information is to be used for possible employment with **Brownsburg Community School Corporation**. I agree that I have freely signed this document and have a copy of this Authorization and Release, whether it be a photocopy or otherwise and it shall have equal standing and import as if were the original.

Signature _____

Date _____