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302 W. BROAD STREET
MANSFIELD, TEXAS 76063
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**APPLICATION FOR POSITION OF
SUPERINTENDENT - ERA ISD**

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

The Era 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:

- Possess a Texas Superintendent Certification;
- A professional educator with experience as a teacher and administrator with high standards with a minimum of three to five (3-5) years of administrative experience; Superintendent experience preferred;
- A forward-thinking individual who can develop and recommend to the Board long-range plans regarding population trends, student/community needs, staffing, and current trends in order to plan for new or renovation of existing facilities with experience dealing with school construction preferred to manage the District's anticipated future growth;
- An exceptional educator who emphasizes student performance through a comprehensive educational program;
- An excellent communicator with superior interpersonal skills who can make and defend difficult decisions that are best for students and the school district while able to handle the challenges of growth, finances, and political influence;
- A fair manager that has demonstrated skill in supervising employees at all levels including establishing goals, completing evaluations, and stimulating growth while fairly implementing personnel policies, procedures, and practices to recruit and retain the highest quality staff for Era ISD;
- A responsible supervisor who demonstrates knowledge of school finance and budget management experienced in sound management practices, with appropriate planning and decision-making skills;
- A role model for students and staff who demonstrates integrity and exemplary moral character along with excellent people skills that has a reputation as a kind, fair, approachable, humble, ethical, and honest person;
- A collaborative leader who is committed to Era ISD for the long term and demonstrates active involvement in the District and community; and
- 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.

CONDITIONS OF EMPLOYMENT

Salary and benefits:	Negotiable, depending on experience
Criminal History/Background:	Required
Fingerprinting:	Required
Residence Requirement:	Preferred, but negotiable

Application file should include:

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

Application packets should be electronically submitted to:

suptsearch@leasorcrass.com with the subject line to read “Era ISD Application”

If you prefer to have color copies submitted to the board, please mail 8 copies to:

Rhonda Crass, 302 West Broad Street, Mansfield, TX 76063
(A reply email will be sent to confirm submission has been received.)

Application Deadline: October 1, 2024

Desired Beginning Date: December 2, 2024

Applicants will participate in a short video interview after application has been received. You will be provided a link to complete the short four (4) question interview. The video interview will be recorded and will be given to the Board as a part of the application.

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

Contact: Rhonda Crass, Shareholder
682.422.0017 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 Era 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	October 1, 2024
Application Review by Board	October 4, 2024
Select Best Qualified Applicants to Interview	October 9, 2024
Initial Round of Interviews	October 14-16, 2024
Select Candidates for Second Round Interviews	October 17, 2024
Follow up Interview	October 21-23, 2024
Board names Lone Finalist	October 24, 2024
Board votes to hire Lone Finalist	November 14, 2024
Preferred Start Date	December 2, 2024

Written Response to Board Inquiries

Please submit a written response to each of the following questions and include it in your application packet that is submitted.

1. What do you think the single biggest issue facing smaller schools is today? And how in your opinion does that issue impact Era ISD?
2. What individual influenced you the most in your educational career and why?
3. What have you done in your career that would show this Board that you are ready to assume the role of Era ISD's Superintendent?

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