

# Waterville Central School District

## DIRECTIONS:

Application materials should be submitted as a single PDF in the following order:

- 1. Completed application form
- 2. Letter of Interest
- 3. Current resume
- 4. Copy of administrative certification (SDA/SDL)
- 5. College transcripts
- 6. Four confidential references and Four confidential letters of reference

*NOTE: Applicants are requested not to contact members of the Waterville Central School District Board of Education. This is a confidential search for all applicants.*

## BACKGROUND INFORMATION - Please print or type:

Last Name	First	Middle
Present Employer	Title of Position	
Business Phone	Home Phone	Business E-Mail Address

**CONTACT INFORMATION** \*to be used for Search Communications

Cell Phone: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

Business Address	Home Address
School District Enrollment	School District Annual Budget
Total Number of Employees	

## PROFESSIONAL EDUCATION:

### UNDERGRADUATE:

Institution	Major	Degree	Date

### GRADUATE:

Institution	Major	Degree	Date

# Application

*for the position of*

## Superintendent of Schools

*of the*

Waterville Central School District



The Waterville Central School District is an Equal Opportunity Employer.

Deadline for all application materials and placement folder is

## March 27, 2025

All application materials should be submitted as a single PDF document to:

watervillesuptsearch@oneida-boces.org

**Detailed instructions and application information are available at:**

<https://oneida-boces.org/supersearch>

**PROFESSIONAL PREPARATION:**

**CERTIFICATES:**

Title of Certificate(s)	Date Issued	Expiration Date	Valid in State of

**EMPLOYMENT RECORD:**

List all experiences in **reverse chronological order**. Include both school and non-school experience and any military service.

Organization	Position	Size	Dates, From/To

Are you a United States Citizen?  Yes  No

Have you ever been convicted of a crime?  Yes  No

Have you ever been dismissed or asked to resign from any position?  Yes  No

If you answered yes to either of the last two questions, please attach an explanation to this application.

**REFERENCES:**

Please provide four references who are familiar with your work history.

Name	Title	Address	Telephone

**PHILOSOPHY STATEMENT/WRITING SAMPLE:**

Respond to the statement below in the manner, style, and technique of your choice. Use the space provided or attach your reply on a sheet of 8 1/2" x 11" paper. Your response should allow you an opportunity to share many of your thoughts and your philosophies as you enter the application process for the Superintendent of the Waterville Central School District.

Reflecting on the District's mission of "a partnership of students, staff, families and community dedicated to educating the whole-child for personalized success," how does your previous experience and knowledge make you the right choice for the position of Superintendent of Schools for the Waterville Central School District?



I hereby affirm that the information provided on this application and accompanying résumé materials is true and complete to the best of my knowledge. I acknowledge that any false or misleading information, or significant omissions, may disqualify me from further consideration from employment, or be considered grounds for dismissal if investigated and/or discovered at a later date. I authorize the Waterville Central School District to investigate and obtain copies of records relating to my employment history, credit record, and education, and to investigate any other information provided in connection with this application. I agree to cooperate in such investigation. I authorize all former employers, credit agencies and educational institutions to provide job-related information to the Waterville Central School District. I release them and the Waterville Central School District from all liability for supplying or requesting such information as part of such an investigation.

Date: \_\_\_\_\_ Signature of Applicant: \_\_\_\_\_

Waterville Central School District is in compliance with Title IX and Section 504 and is an Equal Opportunity Employer. Applicants are considered for all positions without regard to race, color, religion, sex, national origin, marital or veteran status, disability, or any other legally protected status.

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**DEADLINE FOR ALL APPLICATION MATERIALS AND PLACEMENT FOLDER IS MARCH 27, 2025**

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