

# AN INVITATION TO APPLY FOR THE POSITION OF SUPERINTENDENT



**BRISTOL PUBLIC SCHOOLS**



# ANNOUNCEMENT OF VACANCY

Bristol Public Schools seeks an outstanding educational leader for the position of Superintendent of Schools and invites qualified and interested candidates to apply.

Cooperative Educational Services Executive Searches will facilitate the search on behalf of the Board of Education. The search committee's goal is to have the new superintendent assume responsibilities of the superintendency on or about **July 1, 2025**, or as soon thereafter as possible.

## BOARD OF EDUCATION

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## BRISTOL PUBLIC SCHOOLS MISSION STATEMENT -



## ABOUT BRISTOL

Bristol is a suburban city located in Hartford County, Connecticut, 20 miles southwest-west of Hartford. The city is also 120 miles southwest from Boston, and approximately 100 miles northeast of New York City. The city is part of the Naugatuck Valley Planning Region. The population of the city is estimated to be 61,844. Bristol was known as a clock-making city in the 19th century, and is the location of American Clock & Watch Museum. Bristol is also the site of the former American Silver Company and its predecessor companies. Bristol's nickname is the "Mum City", because it was once a leader in chrysanthemum production and still holds an annual Bristol Mum Festival.

**BRISTOL PUBLIC SCHOOLS, 129 CHURCH STREET, BRISTOL, CT 06010**





## CANDIDATE PROFILE

Qualified candidates, at minimum, are expected to meet the following general performance standards for a superintendent:

- Demonstrate leadership through empowering and inspiring others within the organization by visioning and shaping a positive and productive school and district culture;
- Work effectively with the board to formulate district policy, define mutual expectations of personnel performance, and demonstrate effective district governance to all staff, students, and the community at large;
- Establish and sustain effective communications with the board, students, staff, parents, and the community as a whole, including fostering beneficial relationships with the media and responding to community feedback;
- Possess knowledge about and ability to promote effective teaching techniques throughout the district and to facilitate the use of instructional resources to maximize student achievement for all students;
- Demonstrate skill in developing and implementing up-to-date staff performance evaluation systems and apply ethical, contractual, and legal requirements for personnel selection, development, retention, promotion, and dismissal;
- Understand and model appropriate value systems, ethics, and moral leadership and exhibit multicultural and ethnic acumen, coordinating with social and human services, as appropriate, to help students grow and develop;
- Provide technical assistance to the board during labor negotiations and administer negotiated labor contracts effectively while keeping abreast of legislative changes affecting the collective bargaining process;
- Maintain attention on the attainment of district goals, as adopted by the board, and report progress toward goal attainment regularly and periodically;
- Gather and analyze data for decision-making and to provide recommendations to the board for effective and efficient allocation of district resources.

Exhibit:

- Strong financial and managerial background;
- Instructional leadership skills;
- Extensive experience in curriculum and instruction;
- Knowledge about Connecticut law and reform issues.

## CONTRACT PROVISIONS

Bristol Public Schools expects to offer the successful candidate a three-year employment contract based on a compensation package commensurate with the new superintendent's qualifications, credentials, and experience. Provisions of the contract will be competitive for the region.

*Bristol Public Schools is an Equal Opportunity Employer.*

## Completed application packets are comprised of the following:

- Cover letter outlining qualifications for position and interest in this specific position.
- Copy of updated, complete resume which includes a chronology of work history and educational background and a preferred email address and phone contact.
- Copy of Connecticut 093 certification or evidence of eligibility.
- Copies of transcripts for all degrees held from all granting colleges/universities.  
*(Finalist candidates will be required to supply official transcripts.)*
- Three signed letters of reference from current or former employers and professional contacts. *(Please limit reference letters to three letters written within the past year.)*



Application packets are due via email to Cooperative Educational Services by 2 p.m. on **April 3, 2025**.

Applications **MUST** be submitted as ONE PDF file and emailed to [executivesearches@cestrumbull.org](mailto:executivesearches@cestrumbull.org).

Applications will be reviewed upon receipt and interviews may be conducted on a rolling basis. Applications will be accepted until a candidate is selected, but no later than the deadline above. All inquiries related to the open position should be directed to: Dr. Charles Dumais, (203) 530-0232 or [dumaisc@cestrumbull.org](mailto:dumaisc@cestrumbull.org) or David Erwin, (860) 567-0863 x1138 or [erwin@edadvance.org](mailto:erwin@edadvance.org).