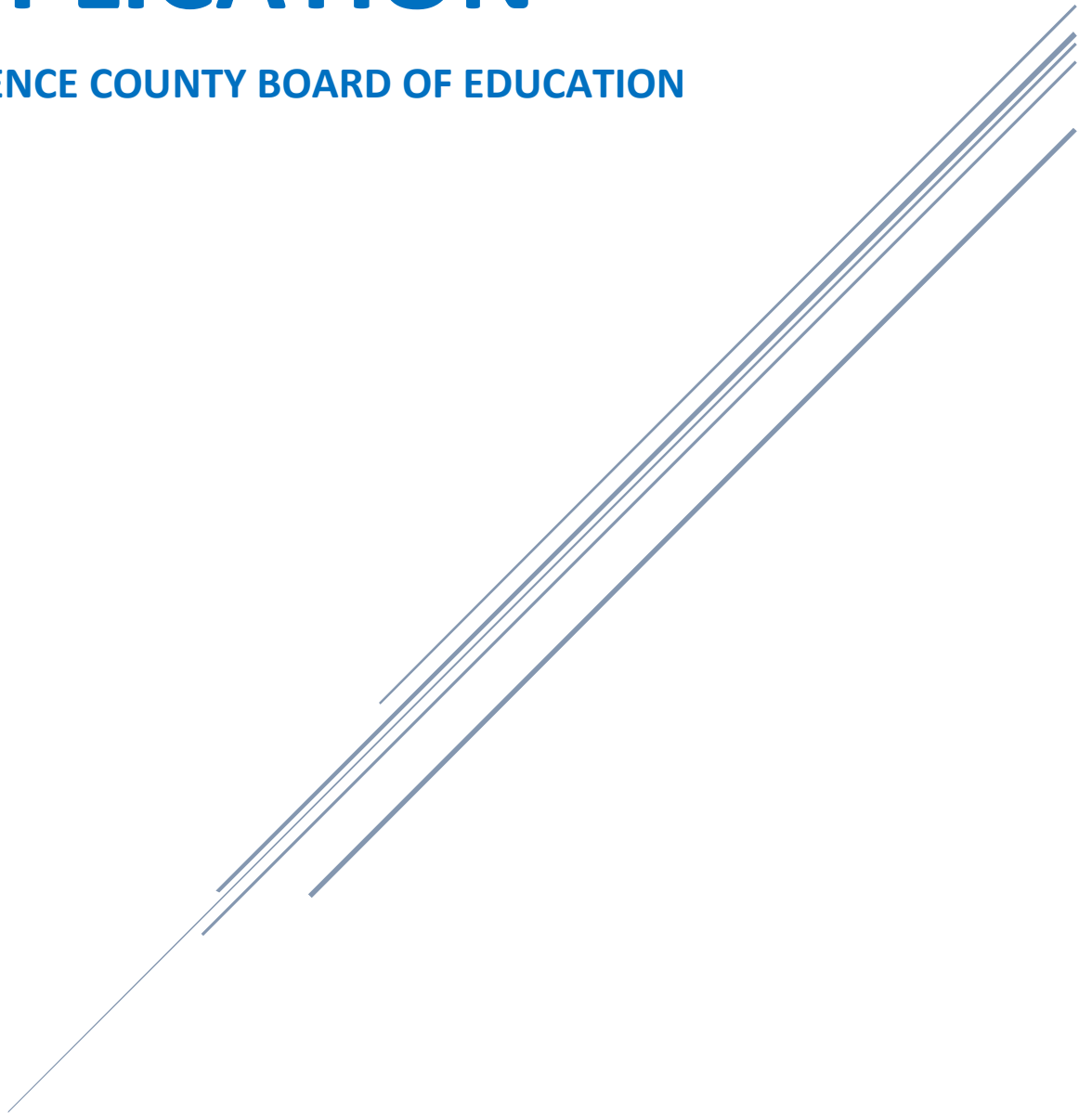


CHIEF SCHOOL FINANCIAL OFFICER APPLICATION

LAWRENCE COUNTY BOARD OF EDUCATION



Bishop Brooks, LLC
October 6, 2026

INSERT COVER LETTER

APPLICATION FOR CHIEF SCHOOL FINANCIAL OFFICER
Lawrence County Board of Education
Moulton, Alabama

Submit to:
csfsearch@bishopbrooks.com

Personal Information

Name
Title Last First Middle Maiden

Present Street Address

City State Zip Code

Mailing Address (if different)

Telephone Numbers

E-Mail Address

Are you certified as a Chief School Financial Officer by State Superintendent?

Education

Colleges/Universities	Major/Minor-Degree	Date: From - To

A verified transcript from the institution that granted your highest degree must be requested by the applicant and sent directly by the institution to csfsearch@bishopbrooks.com or by mail to: **Lawrence County Board CSFO Search, c/o Bishop Brooks, LLC, 2101 West Clinton Ave., Suite 402, Huntsville, AL 35805**

Employment History (continue on attachment if necessary)

Year Dates (Start - End)	Position	Employer and Supervisor	Address and Phone number	Ending Salary
- Present				

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Years in current position

Are you presently under contract

Number of schools in system

Number of employees

Student Enrollment

Your school system budget

Are you presently under contract

If you answer "Yes" to any of the questions below, please use the space provided or an attachment to give a detailed explanation, including the name and address of the employer (if applicable) the date of the charge or incident, the court, court action, and address of the court involved (if applicable) and the stated reason for any employment action. A "Yes" answer may not disqualify you from consideration but may affect your suitability for the position.

Have you ever:

1. Been dismissed, suspended, terminated, or forced to resign from any employment position?

2. Resigned, been given an opportunity to resign or been asked to resign from an employment position?

3. Been refused continuing service status or tenure?

4. Been under investigation or charged with any violation of the Alabama Ethics Law or Educator Code of Ethics or similar professional inquiry?

5. Had charges or a report of child abuse or sexual activity involving a K-12 student or other minor filed against you?

6. Had a professional certificate, credential, or license (of any kind) been revoked or suspended, or been placed on probationary status for any alleged misconduct or alleged violation of professional standards or conduct?

7. Had any pending adverse actions against you relating to a professional certificate, credential, or license?

8. Been denied a professional license for which you applied, or granted a professional license on a conditional or probationary basis based on any alleged misconduct or alleged violation of professional standards of conduct?

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9. Had an EEOC charge filed against your employer in which you were alleged to have discriminated against an employee?

Do you have any objection to your present or previous employers being contacted for reference purposes?

If yes, please explain.

Qualifications

Qualifications	Briefly describe how your background knowledge and skills meet or exceed the listed criteria
Sound Financial Management Including an Understanding of the Budgeting Process and how Schools are funded in Alabama	
Goal Setting and Responsible Monitoring of Financials	
Experience with Intergovernmental Partnerships	
Leadership Experience Specific to Financial	
Recruiting, Building, and Leading Effective Teams	
Working Collaboratively and Cooperatively with the Superintendent and Board of Education	

Credentials Required

Official transcripts for the highest degree you reference herein must be provided. Please request the college or university that granted the highest degree forward your transcripts directly to the address or e-mail address shown below. Proof of certification as a Chief School Financial Officer is also required.

References (List the names of four individuals who may be called immediately)

Name	Position/Employment	Present Address	Telephone

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Print, sign, and email this Application, a cover letter, and your resume directly to:

csfsearch@bishopbrooks.com or mail to: Lawrence County Board CSFO Search,
c/o Bishop Brooks, LLC, 2101 West Clinton Ave., Suite 402, Huntsville, AL 35805

All completed applications should be received by 5:00 p.m. on October 13, 2026 (ongoing until filled) for full consideration. Applications received after that date may not be considered.

I certify that the foregoing statements are true and correct. I agree to hold harmless and release Lawrence County Board of Education, its legal counsel and agents from any expense, liability or loss arising from any background investigation.

Date

Signature

It is the official policy of the Lawrence County Board of Education that no person shall, on the grounds of race, color, disability, gender, religion, national origin, or age be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program, activity, or employment.

INSERT RESUME

**INSERT LETTERS
OF RECOMMENDATION**

