



Peru Community Schools

Educating Students Positively, Compassionately, and Successfully

Application for Superintendent

Professional Qualifications and Selection Criteria

- Central office leadership preferred; 3-5 years building-level leadership experience required.
- Valid Indiana Superintendent license or evidence of qualification for licensure required
- A minimum of three years of successful public school teaching preferred.
- Effective skills in communication, multitasking, collaboration, and marketing, and plan implementation.
- Strong working knowledge of community relations and willingness to be a visible leader in the community.
- Approachable leader with demonstrated ability to motivate all members of the faculty and staff and embrace a culture of excellence and continued improvement.
- Working knowledge of successful program evaluation, school finance, school law, collective bargaining, and selection and retention of great people.
- Possess 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. Terry McDaniel; tmcdaniel@indstate.edu or Phone: 812-821-7252

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. Terry McDaniel at tmcdaniel@indstate.edu

Applications may also be sent by postal mail but must be received prior to the application deadline of **January 1, 2023**.
Dr. Terry McDaniel
Bayh College of Education 317C
Indiana State University
Terre Haute, IN 47809



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Application Information

Full Name: _____ Date: _____
Last First M.I.

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 _____

Other Insurance or Benefits _____

Professional Experience and Employment Record

(Please list the most recent first)

Position

Organization

Dates of Employment

Graduate and Undergraduate Experience

(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 for Superintendent Questions

On a separate sheet, respond to each of the following questions/remarks in 300 words or less.

Attach your responses to the application

1. Why do you want to be superintendent of **Peru Community Schools**? What special talents do you bring to our district?
2. Describe your experience in budget and finance. How will you work to oversee the budget and provide sound finances for the future?
3. **Peru Community Schools** has great pride in community involvement. It is vital that the superintendent be involved in community activities, both district-wide and county-wide. Describe how you will be involved, communicate, and be a leader in both district and county activities and organizations.
4. How will you maintain the integrity of **Peru Community Schools** while retaining current students and attract new students and families to the district?

Additional Application Information

Please answer the following questions

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 reprimanded, 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, **Peru Community Schools** 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 **Peru Community Schools** Board of School Trustees.

Peru Community Schools does not discriminate on the basis of the protected classes of race, color, national origin, sex (including sexual orientation, transgender status, 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's environment.

I understand that my application will be on file with **Peru Community Schools** for at least three (3) years and that materials accompanying this application become the property of **Peru Community Schools**. 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 **Peru Community Schools**. 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 **Peru Community Schools**. Furthermore, 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 _____

Answer Sheet for Questions at bottom of page 3