

Central Community School Board Superintendent Application Form

The Central Community School Board thanks you for your interest in this position. By providing as much information as possible, you will allow us to assess your qualifications in a timely and efficient manner. Please allow us to provide you with important information. We ask that you read the application form and all attachments carefully and that you provide complete and accurate information. Your signature certifies that you have done so and that all information provided is true, complete, and correct.

Notice, Conditions, and Directions

1. Completed applications, with all attachments, should be forwarded to the following address:
Central Community School System
Superintendent Search
P.O. Box 317
Greenwell Springs, LA 70739- 0317
2. In addition, you should include your resume and a copy of your Louisiana teaching credentials/certificate evidencing certification for the position or information or written confirmation from the Louisiana Department of Education confirming that you are capable of immediate certification as Superintendent of Schools in Louisiana. Information regarding the requirements for Louisiana certification may be obtained by contacting the Louisiana Department of Education (LDOE) at 1-877-453-2721. Any application package which does not contain evidence of current certification or the written confirmation **of eligibility for immediate certification from the LDOE will NOT be considered.**
3. Applicants are asked not to contact Central Community School Board members. You may contact Mrs. Pamela Schooler at (225) 906-4147 with any questions regarding your application or the completion of same.
4. Please type all the information and fill in all blanks.
5. The deadline for submission of applications is October 11, 2017. Applications postmarked after October 11, 2017 will not be considered.

PERSONAL INFORMATION

First Name _____ Middle Initial _____ Last Name _____

Home Address _____

City _____ State _____ Zip _____

Home Telephone _____

Business Address _____

City _____ State _____ Zip _____

Business Telephone _____

Present Position _____

Type of Organization or School District _____

Enrollment _____ Annual Budget _____

Types of Certificates Held

TEACHING EXPERIENCE

Name of School	City	State	Grade/Subject	Dates From/To

Total Years Administrative Experience _____ Total Years Teaching Experience _____

Louisiana Teaching Certificate Type and Number _____

List Areas of Certification

Do you hold a teaching certificate from another state? ____ If so, please list state(s) and areas of certification.

Are you presently certified for the position of Superintendent of Schools by the Louisiana Department of Education? ____ If not, do you currently possess the educational requirements, experience, and other qualifications necessary to obtain certification at this time? _____

You must attach written confirmation from the LDOE that you are eligible for immediate certification, in the event that such certification is not reflected on the face of your certificate.

COMMUNITY ORGANIZATIONS AND SERVICES

Organization	Dates From/To

REFERENCES

List five (5) names, titles, work addresses, and telephone numbers of individuals familiar with your career that we may contact.

Name	Title	Work Address	Telephone Number

AUTHORIZATION AND RELEASE

IMPORTANT: READ CAREFULLY BEFORE SIGNING

Louisiana Revised Statutes 17:3884 provides that a school board considering the employment application of a person who has been evaluated in another school system shall request such person's evaluation results as part of the application process and shall inform the applicant that his/her evaluation results will be requested. The applicant shall be given the opportunity to review any information received by the prospective employer as a result of such request and afforded the opportunity to provide any response or information the applicant deems appropriate. Please be advised, therefore, that the Central Community School Board will request evaluation results on you from each of the school districts you have listed in your application. You will be given an opportunity to review the evaluation results received and to provide a response or information if you would like to do so. Any written response or information you might provide will be retained with your application.

Louisiana Revised Statutes 17:15 also requires all applicants for employment to be fingerprinted in order to assist in background checks of those individuals. Should it be determined that any applicant (or employee) who has been convicted of one or more of the criminal offenses set forth in Louisiana Revised Statutes 17:587.1(C), then that applicant (or employee) is generally precluded from further employment with the school system. The conviction of other offenses that call into question the applicant's fitness for the position may also preclude employment or continued employment.

Louisiana Revised Statutes 17:81.9 and 17:430 further requires a school board receiving an application to request that all current and prior school board employers of the applicant provide it with all information in their records relative to instances of sexual misconduct, neglect, or abuse with/of minors or students committed by the applicant. This law further provides that the applicant must release all such employers from liability arising from the release of such information to the prospective employer.

Louisiana Revised Statutes 44:1 et al. provides that public records are subject to production to persons requesting such information, including members of the press. Accordingly, I understand that the fact that I am seeking employment with the Board and my application may become public knowledge.

AUTHORIZATION FOR RELEASE OF PERSONNEL FILE INFORMATION

I have applied for the position of Superintendent of Schools with the Central Community School Board in Central, Louisiana. I understand and agree that the Board has a legitimate need for certain information contained in my personnel file which may reflect upon my ability and competency to serve as a school superintendent in its school system. Accordingly, I authorize you to release to the Central Community School Board, a copy of my observations, evaluations, reprimands or any other documents which may reflect disciplinary action against me, evidence of sexual misconduct with a student, or the neglect or abuse of a student. I also authorize you to release information regarding any investigation of allegations that I may have engaged in sexual misconduct, neglect, or abuse toward a student. **In consideration thereof, I release the Central Community School Board, its employees, agents and insurers and all current and former employers, their agents, employees, and insurers from any liability connected with such disclosures.** Any agreement which prohibited a current or former employer from releasing complete information in its possession relative to my conduct or performance is hereby revoked as to this application. This authorization shall expire upon the lapse of sixty (60) days from the date below or upon your receipt of my written notice of revocation.

Applicant

Date