

Superintendent Application  
Southeast Fountain School Corporation  
744 East US Highway 136  
Veedersburg, IN 47987

The Board of School Trustees invites nominations and applications for the position of Superintendent. The Southeast Fountain School Corporation in partnership with the community, maintains a safe and caring environment and provides students opportunities to develop skills for lifelong learning. The Board and community seek candidates with strong leadership skills in the overall operation of the school corporation including instructional practices; assessment and curriculum; knowledge and experience in school finance, collective bargaining, legislative and regulatory matters; possess the ability to develop and maintain positive working relationships with the staff; display ethical behavior and integrity and understands the role technology plays in all of the above named areas.

**Requirements and Certifications:**

- Have Superintendent or central office administrator experience in a public school system.
- Hold a valid Indiana Superintendent license; or
- Hold a master's degree and meet Local Education Agency's (LEA) needs for Temporary Superintendent's License.

**Application and Selection Process:**

- Cover letter explaining why the candidate is a good fit for the corporation.
- Resume that includes a summary of the candidates contact information (mailing address, phone number(s), email address), work experience and education levels attained.
- List of five (5) references with current contact information
- Completed application form
- Copy of college transcripts
- Finalists for the position will be expected to provide or assist in proving the information necessary to establish:
  - Proof they hold an Indiana Superintendent's License
  - Proof they hold a master's degree and meet the Local Education Agency needs for temporary license.
  - The results of a comprehensive criminal background check as required by Indiana Law
  - The results of an E-verify employment eligibility verification as required by Indiana law

Continue to next page

- **All Candidates shall supply responses to the following questions**

Responses should be no more the 300 words

1. Explain your philosophy of leadership.
2. What are your areas of strength and what areas exist in which you seek further development as a school district leader?
3. How do you build strong professional relationships?
4. How do you motivate people?
5. What is your background in school finance?

Continue to next page

## Certification and Affirmations

Please circle response

**If the answer to any of the following questions is yes, please attach an explanation of the circumstances.** If you have been charged with a crime, please indicate the date of the charge, the court action, the offense in question, and the address of the court involved.

1. Has your conduct as an employee or the quality of your work ever been the focus of any investigation by your employer? **YES NO**
  
2. Have you ever resigned from a job after being disciplined by your employer or after being offered the opportunity to resign rather than be terminated? **YES NO**
  
3. Have you ever resigned from a prior position (with or without being asked) under circumstances involving your alleged sexual contact with another person, mishandling of funds or criminal conduct? **YES NO**
  
4. Have you ever been investigated for, charged with or pled guilty or “no contest” to, or been convicted of any crime involving the sexual misconduct of any person, indecency with a minor, or any other crime of moral turpitude? **YES NO**

(Moral turpitude is an act of baseness, vileness or depravity in the private or social duties which a person owes another member of society or society in general and which is contrary to the accepted rule for right and duty between persons, including but not limited to, theft, attempted theft, murder, rape swindling, and indecency with a minor.)

5. Have you ever been charged with a crime, other than a minor traffic offense, where the court has deferred further proceedings without entering a finding of guilt and placed you on probation or in public service or education program? **YES NO**
  
6. Have you ever been convicted of a crime other than a minor traffic offense? **YES NO**

Continue to next page

**STATEMENT OF UNDERSTANDING**

I certify to the best of my knowledge and belief all information provided in the documents required as a part of the application process is true, correct and complete. In the event of employment, or an offer of employment, I understand that any false, misleading or omitted information on this application may result in termination of employment or revocation of an employment offer. I further understand that, according to federal law all individuals who are hired must, as a condition of employment, produce certain documents to verify their identity and United States citizenship status, or, if aliens, their legal authorization to work in the United States. As a consequence, I understand that any offer of employment is contingent upon my ability to produce the required documentation within the time period required by law.

**AUTHORIZATION, RELEASE, AND WAIVER**

I authorize the Southeast Fountain School Corporation to check my employment history, including without limitation, reference checks, and to seek release of investigatory information, including criminal conviction records, and criminal history possessed by any private or public employer or any local, state or federal agency. I authorize these private or public employers or local, state and federal agencies to provide the Southeast Fountain School Corporation any information they may release concerning matters described herein, and I will cooperate to the extent necessary to obtain the release of this information. Such reference checks may include supervisors and co-workers.

I expressly waive in connection with any request for, or provision of such information, any claims or causes of action, including with limitation, defamation, infliction of emotional distress, invasion of privacy or interference with contractual relations that I might otherwise have against the school corporation, its officials, employees, trustees, or agents or against any provider of such information.

The Southeast Fountain School Corporation is an equal opportunity employer. The Southeast Fountain School Corporation does not discriminate in employment and no question on the application is used for the purpose of limiting or excluding any applicant’s consideration for employment on a basis prohibited by local, state, or federal law.

**My signature indicates I have read the Statement of Understanding; Authorization; Release and Waiver and I expressly agree to the terms set out herein.**

\_\_\_\_\_  
**Signature of Applicant**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
Please Print your Full Legal Name

**APPLICATION DEADLINE IS OCTOBER 16, 2020**

**Please forward all completed application materials to:**

Dr. John Williams  
Administrator Assistance

**US Mail**

Dr. John Williams  
1211 N. Jason Lane  
Rushville, IN 46173

**Electronically**

**[johneberwilliams@gmail.com](mailto:johneberwilliams@gmail.com)**

**Call with questions**  
Cell Phone: 1 765 561 4245