

Application: Superintendent

Hutto Independent School District

This is a confidential search. Only the Lone Finalist will be revealed.

The Hutto Independent School District (Hutto ISD) Board of Trustees is seeking an educational leader to serve as the Superintendent of Schools. The successful candidate must possess the following characteristics and qualifications:

- Possess or prove eligibility for a Texas Superintendent Certification;
- A professional educator with experience as a teacher and administrator with preferably three (3) or more years of leadership experience in school administration (Superintendent experience preferred);
- A proven leader of academic growth for all students in a diverse and fast growth community;
- A team builder that is committed to work in partnership with the Board of Trustees, students, staff, parents and community to build a climate of transparency, mutual trust, and cooperation;
- An exceptional educator who emphasizes student performance through a comprehensive educational program;
- A thought leader who can make and defend difficult decisions that are best for all students and the district;
- Exceptional communicator with the ability to listen to others and foster a climate of mutual trust and respect as well as unify the staff, faculty and community;
- Reputation as an open, approachable, ethical, and enthusiastic leader who is actively involved and visible amongst the district and community;
- Knowledge of school finance, budget management and human resources with experience opening new campuses;
- Experience in sound management practices, with appropriate planning and decision-making skills who sets clear expectations, delegates authority, but remains knowledgeable and accountable for the district's overall progress;
- Experience working in complex systems with diverse needs;
- A progressive leader willing to implement new ideas and serve as a change agent to the district and community;
- A visionary leader who furthers existing partnerships with local businesses and pursues deeper community affiliations;
- A leader with a strategic plan to foster new business partnerships for Hutto ISD;
- Willing to live in the Hutto community and committed to Hutto ISD for the long-term.

JGCONSULTING

CONDITIONS OF EMPLOYMENT

<u>Salary and Benefits:</u>	Negotiable; commensurate with experience
<u>Criminal History/Background:</u>	Required
<u>Fingerprinting:</u>	Required
<u>Residence Requirement:</u>	Must live in district

The online application file should include:

- Letter of Interest
- Current Resume
- Brief Description of Major Accomplishments/Career Vita
- List of References
- Verification of Superintendent Certification and/or Eligibility
- College/University Transcripts
- Copies of the application forms with signatures (scanned copies are acceptable)

Electronic submittal is preferred: www.jgconsulting.us/job/superintendent-of-schools-3/
(A reply email will be sent to confirm submission has been received)

Application packets may be mailed to:

One-Fourth Consulting, LLC (JG Consulting dba)
Attention: James Guerra
300 Convent Street, Suite 1330
San Antonio, TX 78205

Application Deadline: August 22, 2017

Desired Beginning Date: October 9, 2017

JG Consulting is conducting the executive search:

Consulting team contacts:

James Guerra, CEO	Dr. Guy Sconzo	Rod Townsend
P: (214) 934-5537	P: (281) 352-8525	P: (254) 485-4983
E: james@jgconsulting.us	E: guy@fastgrowthtexas.org	E: rtownsend9591@gmail.com

All applications will be treated confidentially and only the Lone Finalist will be revealed. Applicants are not to contact any members of the board. The final selection and appointment is the sole responsibility of the Board of Trustees. All personnel of the Hutto Independent School District shall be employed without regard to race, color, religion, sex, disability, age, or national origin. For clarification and application inquiries, call (210) 901-5135.

JGCONSULTING

Timeline

Application Deadline	August 22, 2017
Online Interviews	July 28 – August 22, 2017
Applications & Online Interviews Review	August 22 – 27, 2017
Announce Best Qualified Applicants to Interview	August 31, 2017
Initial Round of Interviews	September 11 – 15, 2017
Board names Lone Finalist	September 18, 2017
Board votes to hire Lone Finalist	September 21, 2017
Preferred Start Date	October 9, 2017



Verification for Superintendent

Please attach a brief explanation for any circumstances arising from the questions below that you are unable to initial. I hereby certify that none of the listed conditions have occurred by initialing each of the following:

_____ I have never left any educational school-related employment, voluntarily or involuntarily, while the subject of an inquiry, review, or investigation of alleged misconduct or alleged violation of professional standards of conduct or had reason to believe such investigation was imminent.

_____ I am currently not the subject of an inquiry, review or investigation for alleged misconduct or alleged violation of the professional standards of conduct.

_____ I have never failed to complete a contract for educational services in any educational or school-related position for any alleged misconduct or alleged violation of professional standards of conduct.

_____ I have never had a professional certificate, credential or license (of any kind) revoked or suspended nor have I been placed on probationary status for any alleged misconduct or alleged violation of the professional standards of conduct.

_____ I have never been denied a professional license for which I applied or was granted a professional license on a conditional or probationary basis for any alleged misconduct or alleged violation of professional standards of conduct.

_____ I have never surrendered a professional license of any kind before its expiration.

_____ I have never been disciplined by any public agency responsible for licensure of any kind, including but not limited to educational licensure.

_____ I have never been convicted or been granted conditional discharge by a court for any: (a) felony, (b) misdemeanor, or (c) major traffic violation, such as; driving under the influence of intoxicants or drugs; reckless driving; fleeing from or attempting to elude a police officer; driving while my license was suspended, revoked or used in violation of any license restriction; or failure to perform the duties of a driver or witness at an accident.

_____ I have never entered a plea of guilty or no contest relative to any charge for an offense listed in the question above.

_____ I have never had any civil judgment or other court order entered against me resulting from abuse, assault, battery, harassment, intimidation, neglect, stalking or other threatening behavior toward other persons.

_____ I have never been the subject of a substantiated report of child abuse or sexual conduct (involving a K-12 student or minor child).

_____ I am currently not the subject of an ongoing investigation related to a report of suspected child abuse or sexual conduct (involving a K-12 student or minor child).



Confirmation of Verification

The information that I have provided in this Verification of Superintendent Application is true and accurate to the best of my knowledge. I have answered all of the questions to the best of my ability and I have not knowingly withheld information that would negatively affect my application. Any misrepresentations or omissions of fact in this application, any materials submitted with this application, or during interviews may be cause for rejection of this application or subsequent dismissal from employment, if hired.

I hereby authorize all my current and former employers who are education providers to disclose the (a) dates of my employment; (b) whether I was the subject of any substantiated reports of child abuse or sexual conduct related to my employment; (c) the dates of any substantiated reports; (d) the definitions of child abuse and sexual conduct used by the education provider when the determination was made that any reports were substantiated; and (e) the definitions of child abuse and sexual conduct used by my education provider employer to determine whether any reports were substantiated.

I authorize my listed references, current and past employers and educational institutions, and anyone else who has information about my work history, education qualifications, or fitness to provide such information to the school district for which I have completed an employment application. I release the school district and all persons providing this information to the school district from any liability whatsoever for obtaining and providing that information, regardless of the results.

I acknowledge that finalists in this superintendent search may be subject to criminal records check by the school district and a license review through the Texas Teacher Standards and Practices Commission or any other relevant state-licensing agency related to my employment. I acknowledge that the school district may conduct an Internet search, reference checks, background investigations and confirmation of employment as a part of this application.

Signature of Applicant: _____

Printed Name of Applicant: _____

Date: _____