



**SOUTHEAST DUBOIS  
COUNTY SCHOOL CORPORATION  
Announcement of Vacancy  
Superintendent of Schools**

## Announcement of Vacancy

### Superintendent of Schools

The Board of School Trustees of the Southeast Dubois School Corporation, Dubois County, Indiana, is seeking a strong, energetic leader to assume the role of Superintendent of Schools to fill the position being vacated by retiring Superintendent Rick Allen. The Board welcomes applications from qualified persons.

### Selection Process

The Board will accept applications from well-qualified, interested candidates until January 15, 2019. The Southeast Dubois County School Corporation is an equal opportunity employer and all applicants will be considered, regardless of race, color, sex, handicap, religion, or national origin. The School Board of Trustees will review all applications. All final decisions concerning the evaluation and selection of candidates will be made by the Board. Applicants are not to contact the Board of School Trustees, except as requested to do so.

### Terms of Employment

The salary for the Superintendent will be determined by the professional preparation, administrative experience, and other qualifications of the selected candidate. The successful candidate is expected to begin July 1, 2019.

### The Board of School Trustees

<u>Name</u>	<u>Title</u>	<u>Service Date</u>	<u>Term Expires</u>
Kent Uebelhor	President	July, 1998	December, 2022
Matt Eckert	VPresident	July, 2008	December, 2020
Elaine Miller	Secretary	July, 2010	December, 2022
Cecelia Hamilton	Member	July, 2008	December, 2020
Brian Partenheimer	Member	March, 2012	December, 2020

### School Community

The Southeast Dubois County School Corporation comprises an area of 105 square miles in the southeast quarter of Dubois County, Indiana. The community is approximately 50 miles northeast of Evansville and 65 miles west of Louisville, Kentucky. The towns of Ferdinand, Birdseye and St. Anthony are located within the school district. The economy of the district features a combination of manufacturing, agriculture, and tourism. The Superintendent's office is located in Ferdinand, next to Forest Park High School.

Schools are:

**Forest Park Jr. Sr. High 7-12**

**Ferdinand Elementary K-4**

**Pine Ridge Elementary K-4**

**Cedar Crest Intermediate 5-6**

All schools have achieved performance-based awards in past years. In addition to the regular K-12 school program, the corporation operates or participates in numerous special programs, which provide additional educational experiences for its students. These include a regular education preschool program, a special education program through the Dubois-Spencer-Perry Exceptional Children's Cooperative and vocational training through the Patoka Valley Vocational Cooperative, as well as vocational programs administered by the corporation. At the present time the professional staff totals 85 (79 certified teachers and 6 administrators) and 82 non-certified employees. There are 17 school bus routes, 15 of which are on a contractual basis.

## Corporation Features

- **Record of and reputation for high academic standards and achievements (Four Star Awards) Pine Ridge and Ferdinand Elementary named National Blue-Ribbon Schools**
- **Computer and Technology programs at all levels led by technology instructors**
- **A professional staff dedicated to meeting the needs of the students**
- **A wide variety of extracurricular activities for the students**
- **High ability programs**
- **Student oriented programs to help meet academic and social needs of students**
- **High level of parental involvement**

## Financial Information

<b>2018 Assessed Valuation</b>	<b>\$376,565,502.00</b>
<b>2018 Budget</b>	<b>\$14,322,999.00</b>
<b>School Education Fund</b>	<b>\$7,724,450.00</b>
<b>School Operations Fund</b>	<b>\$3,552,320.00</b>
<b>Debt Service Fund</b>	<b>\$1,693,494.00</b>
<b>School Pension Fund</b>	<b>\$352,735.00</b>
<b>Rainy Day</b>	<b>\$1,000,000.00</b>
<b>2018 Estimated School Tax Rate</b>	<b>1.0035</b>
<b>2018-19 ADM</b>	<b>1262</b>

## Community Features

- **Civic, business, and veterans' organizations, such as Chamber of Commerce, Kiwanis, and American Legion organizations**
- **Sporting activities and fitness facilities available including YMCA**
- **Community cultural and social endeavors, including theater plays, guest speakers and musicians**
- **Birdseye and Ferdinand town libraries**

## Application Procedures

Completed applications should be sent to:

**Superintendent Search Committee**

**Attn: Kent Uebelhor, Chr.**

**2005 Vienna Drive**

**Ferdinand, IN 47532**

1. Application forms may be obtained from the placement offices of the four state universities.
2. An application may be obtained by downloading from the website, [www.sedubois.k12.in.us](http://www.sedubois.k12.in.us).
3. To be considered, a completed application must be received no later than January 15, 2019.
4. All applicants are expected to provide;
  - A letter of intent
  - Current resume and support materials
  - Completed application form
  - Copy of valid Indiana Superintendent's license
  - College or university placement credentials
5. The school board will review all applications. Applicants to be interviewed will be contacted.
6. The selection process should be completed by April 6, 2019 and the new superintendent will assume duties July 1, 2019.

## Qualifications for Applicants

- Effective skills in public relations and communications, including working with news media
- Experience in and working knowledge of business management, including school finance, budgeting and collective bargaining
- Specific strengths in curriculum development and evaluation
- Demonstrated success in staff development and personnel management
- Experience in program and staff evaluation
- The ability to define, develop, and implement educational goals and objectives
- The highest moral, professional, and ethical standards
- Experience in public school education, possibly including classroom teaching, service as a building administrator, in a central office position, or as a Superintendent

# APPLICATION FOR SUPERINTENDENT OF SCHOOLS

SOUTHEAST DUBOIS COUNTY

SCHOOL CORPORATION

FERDINAND, INDIANA 47532

The Southeast Dubois County School Corporation does not discriminate in hiring or employment on the basis of race, color, sex, age, handicap, religion, or national origin. No question on this form is intended to secure information to be used for such discrimination. This application will be given every consideration, but its receipt does not imply that the applicant will be employed.

It is expected that applications and other supportive materials will be received on or before January 15, 2019. Applicants are asked not to contact School Board Trustees except when requested to do so.

## PERSONAL INFORMATION

Name: \_\_\_\_\_

Last

First

Middle

Home Address \_\_\_\_\_ Telephone (\_\_\_\_) \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Business Address \_\_\_\_\_ Telephone (\_\_\_\_) \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Present Position \_\_\_\_\_

Name of School District \_\_\_\_\_

Total Pupils Enrolled \_\_\_\_\_ No. Elementary Schools \_\_\_\_\_

No. Certified Staff \_\_\_\_\_ No. Middle/Jr. High Schools \_\_\_\_\_

No. Non-Certified Staff \_\_\_\_\_ No. Senior High Schools \_\_\_\_\_

Do you hold or are you eligible to obtain a valid Indiana superintendent's license?

YES

NO

What other valid Indiana certificates do you hold?

### (Non-Discrimination Policy)

It is the policy of the Southeast Dubois School Corporation not to discriminate on the basis of race, color, religion, gender, national origin, age, or disability, in its programs or employment policies, as required by the Indiana Civil Rights Act (I.C. 22-9.1), Title VI and VII (Civil Rights Act of 1964), the Equal Pay Act of 1973, Title IX (Education Amendments), and Section 504 (Rehabilitation Act of 1973).

### (Drug Free Workplace Policy)

The Board of School Trustees reserves the right after a conditional offer of employment, to require any candidate for employment to submit to a drug screening examination in order to determine the physical and/or mental capacity to perform assigned duties.

(Out of state applicants are responsible for contacting the Indiana Professional Standards Board, to determine eligibility for licenses.)

**EDUCATION**

**Undergraduate**

Institution	Date Attended	Major/Minor	Degree & Date

**Graduate**

Institution	Date Attended	Major/Minor	Degree & Date

**Additional Educational Experiences (including specialized seminars, workshops, etc.)**

Institution	Date Attended	Specialization

**Certificates Held** (Type and State)


**Professional Experience and/or Employment Record** (please list most recent first)


## Application Questions

Prioritize the talents and skills you possess as a successful educator.

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Briefly identify your three most significant professional accomplishments including appropriate dates.

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List the three professional organizations in which you have been most active, indicate offices held, and appropriate dates.

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List three community leadership activities in which you have been active, indicate the nature of these activities, and their community impact.

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List honors, awards, commendations, elective or appointive offices held, and other recognitions received.

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In what area(s) have you been working on to improve yourself as an educator/administrator?

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List the unique qualifications that may distinguish you from other candidates for this position.

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## OTHER QUESTIONS

- |     |    |                                                                                                                                                                                                                                                                 |
|-----|----|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Yes | No | 1. Are you presently being investigated or under procedure 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 prior position?                                                                                                                                                           |
| Yes | No | 3. Have you ever resigned from a prior position without being asked, but under circumstances involving your employer's investigation of sexual misconduct with another person, mishandling of funds, or criminal conduct?                                       |
| Yes | No | 4. Have you ever been charged with or investigated for physical sexual abuse of another person?                                                                                                                                                                 |
| Yes | No | 5. Have you ever been charged with, pleaded guilty or "no contest" to, or been convicted of, any crime involving sexual abuse of any person?                                                                                                                    |
| Yes | No | 6. Have you ever been convicted of a misdemeanor and/or felony, or ever entered a plea of guilty of, a plea of "no contest", or has any court ever deferred further proceedings without entering a finding of guilty, or placed you on a probation for a crime? |

If you have answered "yes" to any of the first questions, please explain on a separate paper including the date of the incident, charge, any court action taken, the offense in question, and the address of any court involved.

### AUTHORIZATION AND RELEASE

I authorize Southeast Dubois County School Corporation to check my employment history, including without limitation, reference checks, and to seek the release of investigatory information, including a "limited criminal history," possessed by any private or public employers, or local, state, or federal agencies to provide Southeast Dubois County School Corporation any information they may release concerning the matter described herein, and will cooperate to the extent necessary to obtain the release of this information.

I expressly waive in connection with any request for, or provision of such information, any claims or causes of actions, including without limitation, defamation, infliction of emotional distress invasion of privacy or interference with contractual relations that I might otherwise have against Southeast Dubois County School Corporation, its officials, employees, trustees, or agents, any individual, corporate, and/or agency provider of such information. I have read this authorization and release of all claims, and I expressly agree to the terms set out herein.

Date \_\_\_\_\_ Applicant's Signature \_\_\_\_\_

Should this application be treated as confidential with regard to your present employer?      Yes      No

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