

# Knox Community School Corporation

#2 Redskin Trail - Knox, Indiana 46534

*The Civil Rights Act of 1964 prohibits discrimination in employment practices because of race, color, creed, religion, sex, disability, family status, limited English proficiency or national origin. P L90-202 prohibits discrimination because of age. Title IX of the education Amendments of 1972 prohibits discrimination on the basis of sex. Section 504 of the Rehabilitation Act of 1973 and American Disabilities Act of 1990 prohibit discrimination on the basis of disability. The School Corporation complies with these statutes and regulations, thereunder, and amendments thereto*

## Application SUPERINTENDENT OF SCHOOLS

Screening for all applicants begins May 30, 2023.

### PERSONAL INFORMATION

Name: \_\_\_\_\_  
Last First Middle

Home Address: \_\_\_\_\_  
Street City State Zip

Phone Numbers: \_\_\_\_\_  
Home Business Mobile

### GENERAL & PRESENT CONTRACTUAL INFORMATION

Present position: \_\_\_\_\_

Name of school district: \_\_\_\_\_

Length of present contract: \_\_\_\_\_ Expiration date: \_\_\_\_\_ Date available: \_\_\_\_\_

Total pupil enrollment: \_\_\_\_\_ No. of elementary schools: \_\_\_\_\_ No. of middle or jr. high schools: \_\_\_\_\_ No of high schools: \_\_\_\_\_

No. of certified staff: \_\_\_\_\_ No. of non-certified staff: \_\_\_\_\_ No. of administrators responsible to you: \_\_\_\_\_

Do you hold or are you eligible to obtain a valid Indiana superintendent's license? \_\_\_ Yes \_\_\_ No  
(Out of state applicants are responsible for contacting the Indiana Professional Standards Board to determine eligibility for license.)

## Professional Preparation

College or University                      Location                      Major                      Minor                      Degree

## Professional Experience and/or Employment Record

Position                      Organization                      Size                      Date

## QUESTIONS

1. List in priority the talents and skills you possess as a successful administrator.
2. Describe your educational and management philosophies.
3. Briefly identify your three most significant professional accomplishments (include appropriate dates).
4. Please list three (3) community leadership activities in which you have been active and indicate the nature of this activity and community impact.

Yes  No Are you presently being investigated or under a procedure to consider your discharge for misconduct by your present employer, or have you offered a resignation?

Yes  No Have you ever been reprimanded, disciplined, discharged or asked to resign from a prior position?

Yes  No Have you ever resigned from a prior position without being asked, but under circumstances involving your employer's investigation of sexual contact with another person, of mishandling of funds, or of a criminal conduct?

Yes  No Have you ever been charged with, pleaded guilty or "No Contest" (nolo contendere) to, or been convicted of any crime involving sexual abuse of any person or any other crime of moral turpitude?

Yes  No Have you (1) ever been convicted of a crime, other than a minor traffic offense: or (2) ever entered a plea of guilty or a plea of "No Contest" (nolo contendere), or has any court ever deferred further proceedings without entering a finding of guilty and placed you on probation, for any crime other than a minor traffic offense?

If you have answered "Yes" to any of the previous questions, please explain the circumstances, in detail, including the date of the charge, the court action, the offense in question, and the address of the court involved.

## Release and Acknowledgement

I acknowledge that any false or misleading information in this application shall be fully sufficient grounds to refuse to employ, or having been employed, shall be immediate cause for dismissal.

My signature below constitutes authorization to check my employment history, including without limitation, evaluations, criminal arrest and conviction record checks, reference checks, and release of investigatory information possessed by any private or public employer or any state, local or federal agency. I further authorize those persons, agencies or entities that the Knox Community School Corporation contacts in connection with my employment application to fully provide the Knox Community School Corporation any information on the matters set forth. I expressly waive in connection with any request for a provision of such information, and claims, including without limitation, defamation, emotional distress, invasion of privacy, or interference with contractual relations that I might otherwise have against the Knox Community School Corporation, its agents and officials, or against any provider of such information.

Dated this \_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_

\_\_\_ Yes \_\_\_ No

Should this application be treated as confidential with regard to your present employer?

## Selection Process

The Board of Trustees will accept applicants from both within and outside the corporation and encourages interested, well-qualified candidates to apply. Employment opportunities with the Knox Community School Corporation are equal for all persons, regardless of race, color, creed, sex, age, disability, religion, family status, limited English proficiency, or national origin. All applications will be treated confidentially, and receipt of each application will be acknowledged.

## Application Process

1. All completed applications and materials must be submitted to:

William Kaminski-Attorney, Newby, Lewis, Kaminski & Jones, LLP  
916 Lincolnway  
LaPorte, IN 46350

- Electronic application forms may be obtained, completed and submitted online at [www.knox.k12.in.us](http://www.knox.k12.in.us)
2. In order to be considered, an application must be received no later than May 22, 2023.
  3. All applications should include the following items. These items may be submitted via email to William Kaminski at [wskaminski@nlkj.com](mailto:wskaminski@nlkj.com)
    - A letter of interest
    - Completed application form
    - Current resume
    - College or university placement credentials
    - Copy of valid Superintendent Certificate
  4. The Board will select the candidate(s) it wishes to interview and will contact each applicant individually. Interviews will begin June 7, 2023.
  5. The Board anticipates the selection process will be completed by July 17, 2023. The new Superintendent will be expected to commence his or her duties on August 1, 2023.

## Vital Statistics of the School Corporation

	2022	2023
• Assessed Valuation.....	\$489,276,034.....	\$582,651,817
• Tax Rate-Debt Service Fund...	.4164.....	.3929
• Operations.....	.5989.....	.5281