



SOUTHERN BERKSHIRE REGIONAL SCHOOL DISTRICT

Sheffield, Massachusetts

An Equal Opportunity Employer

APPLICATION FOR SUPERINTENDENT

Personal Information:

Name _____ Home Phone _____

Address _____ Office Phone _____

City _____ State _____ Zip _____ Cell Phone _____

Email Address _____

How did you learn about this position (e.g. Education Week, Internet, Newspaper or On-line Publications?)

How may we contact you? at work at home by email by cell phone

Certifications Held:

Certification	State
_____	_____
_____	_____
_____	_____

Are you licensed as a superintendent in Massachusetts? Yes No

Are you eligible for licensure as a superintendent in Massachusetts? Yes No

If not, have you submitted an application for certification as a superintendent in Massachusetts? Yes No

Date of application _____

Do you currently live within one hour of the SBRSD main campus on Berkshire School Road in Sheffield, Massachusetts? Yes No

If not, are you willing to relocate? Yes No

Current School District Information:

Are you presently under contract to a school district?

If yes, when does your contract expire? _____

Name of District _____ District Enrollment _____

Position _____ Number of employees in district _____

Annual Budget (2016) _____

Academic and Professional Training:

High School(s), Colleges, Universities Attended	Location	Degree
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Professional Experience:

No. Years	Dates From/To	Position	School District	Reason for Leaving

Other Relevant Work Experience and Achievements:

Memberships in Professional Organizations:

References:

Please list below the names and addresses of three persons who have knowledge of your professional competence and character, whom we may contact should you become a finalist.

Name _____ Relationship _____
Address _____
Phone _____

Name _____ Relationship _____
Address _____
Phone _____

Name _____ Relationship _____
Address _____
Phone _____

Release of Information:

Please check one box:

Upon request from the media, **I DO** **I DO NOT** give permission to the School Committee to release my resume. Your resume becomes a public document should you become a finalist.

A complete application form includes the following:

1. A completed and signed application form.
2. An up-to-date resume.
3. A copy of the candidate's Massachusetts superintendent license, or evidence that the candidate is eligible for licensure as a superintendent in Massachusetts and has submitted his/her application to the Department of Elementary and Secondary Education.
4. Three recent letters of reference (within the past three years preferred); at least one of which shall be from a person other than those listed on the previous page.
5. Evidence of highest degree earned (copy of diploma, license and/or certificate).
6. The Committee requests a personal statement describing your major educational accomplishments and the specific leadership and management skills you can bring to the superintendency of the Southern Berkshire Regional School District.

Affidavit

I understand that, under the requirements of the Massachusetts Open Meeting Law, should I become a finalist, certain facts of my application will become public information and that the School Committee may request a copy of my transcripts. I authorize the SBRSD School Committee or its representative to contact my references or any other references deemed necessary to ascertain the merits of my candidacy for this position. I authorize references to discuss my application and/or release information concerning me, and agree to hold them, the District, and the consultants harmless for providing and/or utilizing any information requested.

I also request that my application and interest in the administrative position remain as confidential as possible under the applicable laws of the state. I understand that my candidacy may become a matter of public record when I am presented to the Board. I further understand that elements of my resume may be available to the public and the news media at such time. However, I request that reasonable effort be taken to maintain the confidentiality of this application and other documents and information which accompany my application for the position for which I am applying.

I hereby affirm that there are no misrepresentations, omissions or falsifications in the foregoing statements and answers, and that the entries made by me are true, complete and correct to the best of my knowledge and belief. I acknowledge that any misrepresentations, omissions or falsifications might be grounds for dismissal if employed for this position.

Signature

Date

All application materials electronic or printed must be received by the Massachusetts Association of School Committees (MASC) no later than 5:00 p.m. on December 1, 2016.

Submit electronically in one PDF format to Nanette Olsen at nolsen@masc.org with SBRSD in subject line.

- OR -

Mail to: Nanette Olsen MASC

1 McKinley Square Boston, MA 02109

Please do not contact school committee members.

Additional information may be obtained by contacting SBRSD Superintendent, David Hastings, at: 413-229-8778 Ext. 304

Please note: MASC does not maintain an applicant file for use in future searches. A new application and application materials listed are required for each search.