

**Grant Parish School Board
Superintendent Application Form**

The Grant Parish School Board thanks you for your interest in this position. By providing as much information as possible, you will allow us to assess your qualifications in a timely and efficient manner. Please allow us to provide you with important information. We ask that you read the application form and all attachments carefully and that you provide complete and accurate information. Your signature certifies that you have done so and that all information provided is true, complete and correct.

Notice, Conditions and Directions:

1. Completed applications, with all attachments, should be forwarded to Grant Parish School Board Attn: Board President, c/o Diane Morrison, P. O. Box 208 Colfax, LA 71417.
2. In addition, you should include your resume and a copy of your Louisiana teaching credentials/certificate evidencing certification for the position or information and documentation sufficient to establish that you are capable of immediate certification as Superintendent of Schools in Louisiana. Information regarding the requirements for Louisiana certification may be obtained by contacting the Louisiana Department of Education at 1-877-453-2721.
3. You may contact Diane Morrison, Superintendent's Secretary, at (318) 627-3274 with any questions regarding your application or the completion of same.
4. Please type all the information and fill in all blanks.
5. To be considered, applications must be received no later than April 2, 2019. Delivery and proof of receipt is the obligation of the applicant. Accordingly, the use of certified mail is strongly encouraged.
6. Please note that Louisiana law provides that all applications for superintendents are public records subject to release to the media, press or to any person requesting a copy. Accordingly, the fact that you have applied and the content of your application may become public knowledge.
7. Louisiana law requires the Board to request certain information relative to your current or prior employment and you must authorize such persons or entities to release such information to the Board. Any offer of employment, vote to employ or actual employment is conditioned upon the results of this review. Any adverse information, conviction or plea which impacts your eligibility or fitness for the position shall vindicate the Board's offer of employment, vote to employ or contract. See attached forms and releases.
8. If hired, you must also submit fingerprints for a background check in accordance with La.R.S 17:15 and La.R.S. 15:587.1. Such background check will reveal all criminal convictions and pleas, including those which may have been expunged. Any offer of employment, vote to employ or contract is conditioned upon the results of this review. Any conviction or plea which

impacts your eligibility or fitness for the position shall vindicate the Board's offer of employment, vote to employ or contract. See attached forms and releases.

9. Applicants selected for interviews will be notified as to time and place of interviews. Any expenses incurred by applicants in connection with the application or for travel to/from interviews shall be borne by the applicant.
10. The Grant Parish School Board is an Equal Opportunity Employer and does not discriminate on the basis of age, race, sex, gender, national origin, religion, disability or membership or any other protected classification.

PERSONAL INFORMATION

Last Name First Middle Initial

Business Address: _____ Telephone: _____

City: _____ State: _____ Zip _____

Home Address: _____ Telephone: _____

City: _____ State: _____ Zip _____

Present Position _____

Type of Organization or School District _____

Enrollment _____ Annual Budget _____

Types of Certificates Held

PROFESSIONAL PREPARATION

	Institution & Location	Major/Minor	Degree	Graduation Date
Undergraduate				
Graduate				

ADMINISTRATIVE EXPERIENCE

School System	City	State	Position	Dates From - To

TEACHING EXPERIENCE

Name of School	City	State	Grade or Subject	Dates From - To

Total Years Administrative Experience _____ Total Years Teaching Experience _____

Louisiana Teaching Certificate Type and Number _____

List Areas of Certification _____

Do you Hold a Teaching Certificate From Another State? _____ If so, please list State(s) and areas of certification _____

Are you presently certified for the position of Superintendent of Schools by the Louisiana Department of Education? _____ If not, do you currently possess the educational requirements, experience and other qualifications necessary to obtain certification at this time? _____

Have you ever been terminated by a school system or asked to resign? _____ If so, please attach an explanation identifying the employer, basis for termination or resignation and the date of same.

Have you ever been convicted of a felony or other serious offense? _____ If so, please attach an explanation identifying the charge, jurisdiction and court involved, date of conviction or plea, and factual basis of charge(s).

State The Earliest Possible Date You Could Begin Work as a certified superintendent in Grant Parish:

I have read, understand and acknowledge the foregoing notice, conditions and directions for completing this application. I certify that the information provided herein and in the attachments hereto is accurate, true and complete to the best of my knowledge. I further certify that I have not been convicted of a felony and have not engaged in sexual misconduct, neglect or abuse with or toward a student. I hereby waive my confidentiality with regard to my work record or criminal record and consent to and authorize the release of all information, including that marked confidential, from my current or former employers and/or law enforcement personnel upon inquiry in reference to this application.

Signature

Date