

APPLICATION FOR SUPERINTENDENT OF SCHOOLS
LONGWOOD CENTRAL SCHOOL DISTRICT
MIDDLE ISLAND, NEW YORK

DIRECTIONS:

1. Please complete the application form and forward it, with your letter of application, to the person listed below. Do not indicate “see attached vita or materials” on the application form. However, you are invited to add or attach any additional information which will assist us in our evaluation.
2. Please be certain to answer the essay questions. Attach answers to the completed application.
3. Please forward a copy of your School District Administrator (SDA) or School District Leader (SDL) certification and arrange to have your official graduate transcripts mailed from the college to the address below.
4. Applicants are requested not to make personal contact with regard to this position with members of the Longwood Central School District Board of Education, or with the Office of the Chief Operating Officer of Eastern Suffolk BOCES, except as they may be requested to do so.
5. Mail or email (suptsearch@esboces.org) the completed application and essay answers by Friday, November 27, 2020 to:

Longwood CSD Superintendent Search
 c/o Dr. Julie Davis Lutz, Chief Operating Officer
 Eastern Suffolk BOCES
 PO Box 454
 Medford, NY 11763

BACKGROUND INFORMATION (Please type or print neatly in black ink.)

Name _____
(Street, City, Zip)

Home Address _____

Home Telephone _____ Cell _____

Email _____
(Street, City, Zip)

Business Address _____

Business Telephone _____ Number of People Reporting to You _____

Enrollment of Your School District _____ Your Annual Budget _____

Certificates Held _____

PROFESSIONAL EDUCATION

UNDERGRADUATE

Institution	Major	Minor	Degree	Date

GRADUATE

Institution	Major	Minor	Degree	Date

EMPLOYMENT RECORD

Please supply a complete list of full-time experience. List most recent experience first.

Position	Organization	Size	Dates

REFERENCES

Please list the names of five people who know of your professional work and qualifications. Be sure to include the names of at least two school board members.

Name	Position	Address	Office Phone	Home Phone

Signature

Date

ESSAY QUESTIONS *(Please answer three of the essay questions below and attach to completed application.)*

Longwood CSD, like other communities across the country that have a demanding constituency and high expectations for its students, places significant demands upon its superintendent. As described in the brochure, this is an opportunity of a lifetime for the educator who can work effectively with an experienced staff, involved parents, and a goal-oriented Board that has a history of providing enriching and outstanding opportunities for its students.

In view of the above, please respond to three of the six essay questions listed below:

1. Define the role of the Board of Education and the role of the superintendent, including where they intersect and what duties are specific to each role. Describe how you would develop a working partnership with the Board. Include how you will collaborate with the Board to move the school district vision and priorities forward; and how, when, and for what reasons, you will communicate with them.
2. Student academic performance and social-emotional development is directly impacted by the morale of staff and the culture of the school district and its' individual schools. Detail the steps you would take to assess the culture of the Longwood school district. How would you ensure alignment and consistency of expectations related to discipline, restorative practices, and Positive Behavioral Interventions and Supports (PBIS) across grade levels and individual schools? Include how you would evaluate the success of your plan.
3. In a school district the size of Longwood, the development and management of the budget is a collaborative effort. Please describe what you see as the role of the superintendent in the development of and presentation of the school district budget. What do you believe the three key priorities should be in the development of a school district budget? Where do negotiations and collective bargaining agreements come into the process?
4. How would you go about developing a long-term strategic plan for a school district such as Longwood, which is diverse in its needs and population? Detail the steps that you would take, which stakeholders you would involve, and if/how you would assess and adjust or modify the long-term strategic plan.
5. Longwood is a very diverse community. How will you reach out to all the different stakeholder groups to create an inclusive environment? How can this become an opportunity to establish Longwood CSD as the hub and central resource for the greater community?
6. What are your experiences in the area of curriculum development in general and then more specifically, as they relate to making a positive impact on student achievement gaps? Please discuss your efforts and experience in assessing and closing achievement gaps.