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LEASOR CRASS, P.C.

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**APPLICATION FOR POSITION OF
SUPERINTENDENT FOR MEXIA ISD**

This is a confidential search. Only the Lone Finalist will be revealed.

The Mexia ISD Board of Trustees is seeking an educational leader to serve as the Superintendent of Schools. The successful candidate must possess the following characteristics and qualifications:

- Possess Texas Superintendent Certification;
- A professional educator with experience as a teacher and administrator with a passion for excellence and preferably central office administrative experience with a minimum of five (5) years' experience; Superintendent experience preferred;
- A forward-thinking individual that can develop and recommend to the Board long-range plans regarding population trends, student/community needs, staffing, and current growth trends with experience in school construction preferred to manage the district's current and anticipated future growth;
- An excellent communicator with superior interpersonal skills who can make and defend difficult decisions that are best for students and the school district while able to handle the challenges of growth, finances, and political influence;
- A person of integrity with the ability to fairly evaluate staff and students and be accountable for the district's growth who is knowledgeable in all aspects of public-school operations including district and campus operations, strategic planning, curriculum assessment, personnel management, facilities and properties management, school finance and district funding;
- An innovative problem solver that is committed to work in partnership with the Board of Trustees, staff, students, parents and community to build a climate of transparency, unity, mutual trust, accountability and cooperation;
- An effective delegator who empowers staff members to carry out their responsibilities independently with the ability to recruit and retain quality staff that are willing to embrace and educate all students at Mexia ISD;
- A professional educator with a strong background in student performance success, educational technology and vocational programs that is knowledgeable in developing and utilizing curriculum and assessment that is consistent with reform requirements at the local/state/national levels;
- A responsible supervisor who demonstrates knowledge of school finance and budget management with sound management practices and appropriate planning and decision-making skills;
- A visionary that has proven success in implementing cutting-edge technology and instructional strategies in today's classroom and willing to integrate new ideas and technological concepts into the district; and
- A servant leader who will be a role model for students and staff who demonstrates humility and exemplary moral character along with excellent people skills that is visible throughout the district, on campus and in the community with a willingness to be present at extra-curricular and community events.

CONDITIONS OF EMPLOYMENT

Salary and benefits:	Negotiable, depending on experience
Criminal History/Background:	Required
Fingerprinting:	Required
Residence Requirement:	Required

Application file should include:

- Letter of Interest
- Current Resume
- Brief Description of Major Accomplishments/Career Vita
- List of References
- Verification of Superintendent Application
- Copies of Certifications(s)

Application packets can be electronically submitted to:

rhonda@leasorcrass.com

(A reply email will be sent to confirm submission has been received.)

Application Deadline: January 21, 2021 Desired Beginning Date: April 19, 2021

The superintendent search will be conducted by Leasor Crass P.C. Contact: Rhonda Crass, Shareholder: 682.422.0017 or *rhonda@leasorcrass.com*

All applications will be treated confidentially and only the Lone Finalist will be revealed. Applicants are not to contact any members of the Board of Trustees. The final selection and appointment are the sole responsibility of the Board of Trustees. All personnel of the Mexia Independent School District are employed without regard to race, color, religion, sex, disability, age, or national origin. For clarification and application inquiries, call 682.422.0009.

If you desire, you may also submit your application file which should include an original and eight copies of the above described documents. (An email will be sent to confirm submission has been received.)

Application packets should be mailed to:

Rhonda Crass, Shareholder
Leasor Crass, P.C.
302 W. Broad Street
Mansfield, TX 76063

Timeline

- Recruitment December 1, 2020-January 21, 2021
- Board to receive top 10 applications for review January 25, 2021
- Board meeting to narrow candidates for 1st Round Interviews February 1, 2021
- 1st Round Interviews February 8-11, 2021
- Board meeting to narrow candidates for 2nd Round Interviews February 15, 2021
- 2nd Round Interviews February 22-24, 2021
- Board meeting to name Lone Finalist March 2, 2021
- Hire new Superintendent March 22, 2021
- New Superintendent start date April 19, 2021

Board Inquiries

Please submit a written response to each of the following questions and include it in your application packet that is submitted.

1. What do you believe is the most pressing issue in Mexia ISD for the new Superintendent to address?
2. What leadership qualities set you apart and make you the right candidate for this position?
3. How does your teaching experience translate into your philosophy for academic success?
4. What experience do you have with a diverse community?
5. What was the most difficult experience you faced as an administrator with the pandemic?

Verification for Superintendent Application

Please attach a brief explanation for any circumstances arising from the questions below that you are unable to initial. I hereby certify that none of the listed conditions have occurred by initialing each of the following:

_____ I have never left any educational school-related employment, voluntarily or involuntarily, while the subject of an inquiry, review, or investigation of alleged misconduct or alleged violation of professional standards of conduct or had reason to believe such investigation was imminent.

_____ I am currently not the subject of an inquiry, review or investigation for alleged misconduct or alleged violation of professional standards of conduct.

_____ I have never failed to complete a contract for educational services in any educational or school-related position for any alleged misconduct or alleged violation of professional standards of conduct.

_____ I have never had a professional certificate, credential or license (of any kind) revoked or suspended nor have I been placed on probationary status for any alleged misconduct or alleged violation of professional standards of conduct.

_____ I have never been denied a professional license for which I applied or was granted a professional license on a conditional or probationary basis for any alleged misconduct or alleged violation of professional standards of conduct.

_____ I have never surrendered a professional license of any kind before its expiration.

_____ I have never been disciplined by any public agency responsible for licensure of any kind, including but not limited to educational licensure.

_____ I have never been convicted or been granted conditional discharge by a court for any: (a) felony, (b) misdemeanor, or (c) major traffic violation, such as; driving under the influence of intoxicants or drugs; reckless driving; fleeing from or attempting to elude a police officer; driving while your license was suspended, revoked or used in violation of any license restriction; or failure to perform the duties of a driver or witness at an accident.

_____ I have never entered a plea of guilty or no contest relative to any charge for an offense listed in the question above.

_____ I have never had any civil judgment or other court order entered against you resulting from abuse, assault, battery, harassment, intimidation, neglect, stalking or other threatening behavior toward other persons.

_____ I have never been the subject of a substantiated report of child abuse or sexual conduct (involving a K-12 student or minor child).

_____ I am currently not the subject of an ongoing investigation related to a report of suspected child abuse or sexual conduct (involving a K-12 student or minor child).

Certification of Verification

The information that I have provided in this Verification of Superintendent Application is true and accurate to the best of my knowledge. I have answered all the questions to the best of my ability and I have not knowingly withheld information that would negatively affect my application. Any misrepresentations or omissions of fact in this application, any materials submitted with this application, or during interviews may be cause for rejection of this application or subsequent dismissal from employment, if hired.

I hereby authorize all my current and former employers who are education providers to disclose the (a) dates of my employment; (b) whether I was the subject of any substantiated reports of child abuse or sexual conduct related to my employment; (c) the dates of any substantiated reports; (d) the definitions of child abuse and sexual conduct used by the education provider when the determination was made that any reports were substantiated; and (e) the definitions of child abuse and sexual conduct used by my education provider employer to determine whether any reports were substantiated.

I authorize my listed references, current and past employers and educational institutions, and anyone else who has information about my work history, education qualifications, or fitness to provide such information to the school district for which I have completed an employment application. I release the school district and all persons providing this information to the school district from any liability whatsoever for obtaining and providing that information, regardless of the results.

I acknowledge that finalists in this superintendent search may be subject to criminal records check by the school district and a license review through the Texas Teacher Standards and Practices Commission or any other relevant state licensing agency related to my employment.

I acknowledge that the school district may conduct an Internet search, reference checks, background investigations and confirmation of employment as a part of this application.

Signature of Applicant

Printed Name of Applicant

Date

Mexia ISD Facts and Figures

Student Enrollment	
High School Campus	537
Junior High School Campus	402
Elementary Campus	510
Intermediate Campus	392
Alternative Education Center	18
Total Enrollment	1,859
Total Expenditures/Student	\$11,413
Maintenance and Operation Expense/Student	\$10,050

Mexia ISD Employee Profile	
Teaching Staff	
Bachelor's Degree	79
Master's Degree	20
Doctoral Degree	1
Support Staff	27
Other	79
Total Employees	206

Financial Profile 2019-2020	
Total Operating Budgets	
Maintenance and Operations	\$19,725,818
Interest and Sinking	\$1,158,163
Child Nutritional Services	\$1,479,904
Tax Rate	\$1.26626
Maintenance and Operations	\$1.05770
Interest and Sinking	\$0.20856
General Fund Expenditures (Percent)	
Payroll Costs	68%
Professional/Contract Services	19%
Supplies	10%
Other Operating Expenses	2%
Capital Outlay	1%

TEA 2019-2020 Snapshot			
Anglo	22.04	Economically Disadvantaged	80.24
Hispanic	47.71	Career and Technology	33.23
African American	26.20	Gifted and Talented	3.04
Asian	.91	Special Education	14.43
Other	3.14	Bilingual	4.95
Attendance Rate	95.5	Completion Rate	80.47