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LEASOR  CRASS, P.C.

**APPLICATION FOR POSITION OF
SUPERINTENDENT FOR DIME BOX ISD**

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

The Dime Box 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 with a minimum of three (3) years' administrative experience; Superintendent experience preferred;
- A responsible supervisor who demonstrates knowledge of school finance and budget management experienced in sound management practices, with appropriate planning and decision-making skills;
- An energetic individual who possesses excellent communication, interpersonal, and political skills with the ability to listen and can make and defend difficult decisions that are best for students and the school district;
- A person of integrity with the ability to fairly evaluate staff and students and be accountable for the district's success 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;
- A progressive thinker who sets clear expectations, delegates authority, but remains knowledgeable and accountable for the district's overall progress and eager to work in partnership with the Board of Trustees to articulate and achieve a vision for the future to uniting and motivating staff, parents and community in the pursuit of student achievement;
- A respected professional educator with the ability to recruit and maintain quality staff to ensure student success who is familiar with or has experience with a diverse population;
- 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 proven leader with success and familiarity or experience in a small rural school population who is committed to the district and community; and
- A role model for students and staff who is honest and humble and displays exemplary moral character along with excellent people skills that is visible throughout the district, on campus and in the community.

CONDITIONS OF EMPLOYMENT

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

Application file should include:

- Letter of Interest
- Current Resume
- Brief Description of Major Accomplishments/Career Vita
- List of References
- Responses to Board Inquiries
- Verification for Superintendent Application
- Certification of Verification
- 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: April 1, 2021 Desired Beginning Date: May 17, 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 Dime Box 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

- March 18, 2021 – April 1, 2021 Recruitment
- April 5, 2021 Board to receive top 15 applications for review
- April 8, 2021 Board meeting to narrow candidates for 1st Round Interviews
- April 12 – 14, 2021 1st Round Interviews
- April 15, 2021 Board meeting to narrow candidates for 2nd Round Interviews
- April 19 – 21, 2021 2nd Round Interviews
- April 22, 2021 Board meeting to name Lone Finalist
- May 13, 2021 Hire new Superintendent
- May 17, 2021 New Superintendent start date

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 feel is the most pressing issue that Dime Box ISD must address immediately?
2. What leadership qualities do you consider necessary for a small school Superintendent and what evidence is there that you possess those qualities?
3. What experience do you have with a diverse student population?
4. What experience do you have with a small rural community?
5. What was the most important thing you learned from the Covid pandemic as an administrator in your current position to ensure continued student progress?

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



Dime Box ISD Facts and Figures

Student Enrollment	
Pre-K – 12 Campus	165
Total Enrollment	165
Total Expenditures/Student	\$18,661
Maintenance and Operation Expense/Student	\$16,126

Dime Box ISD Employee Profile	
Teaching Staff	
Bachelor's Degree	13
Master's Degree	5
Doctoral Degree	1
Support Staff	6
Other	5
Total Employees	30

Financial Profile	
Total Operating Budgets	
Maintenance and Operations	\$2,336,137
Interest and Sinking	\$154,245
Child Nutritional Services	\$153,076
Tax Rate	\$1.1578
Maintenance and Operations	\$1.0547
Interest and Sinking	\$.1031
General Fund Expenditures (Percent)	
Payroll Costs	74.4%
Professional/Contract Services	18.6%
Supplies	3.5%
Other Operating Expenses	3.5%
Capital Outlay	6.4%

TEA 2020 Snapshot			
Anglo	28%	Economically Disadvantaged	70.2%
Hispanic	34%	Career and Technology	11.3%
African American	32%	Gifted and Talented	7.2%
Asian	0%	Special Education	17.5%
Other	6%	Bilingual	13.4%
Attendance Rate	96.4%	Completion Rate	100%