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Application: Superintendent

Killeen Independent School District Leadership Profile

Killeen ISD Mission Statement

Teach so that students learn to their maximum potential.

Killeen ISD Vision Statement

Through the implementation of a full, innovative, rigorous, comprehensive education program, Killeen ISD will provide superior learning opportunities so that upon graduation, students are prepared for success in the workforce and/or in higher education.



Students within KISD attend 31 elementary schools, 11 middle schools, 5 high schools, 3 special campuses, a state-of-the-art Career Center, and an Early College High School serving approximately 45,000+ students. KISD is the 4th most diverse district in Texas and the 24th largest district in Texas.



Families are attracted to Killeen ISD due to numerous award-winning programs to include college and career opportunities. We have partnered with world-class universities, innovative businesses, nonprofit organizations, and community leaders to prepare our students for college, career, and life.



The Killeen ISD employs approximately 6,100+ individuals dedicated to working together as a well-orchestrated team to ensure facilities are inviting; campuses are safe and orderly; curricula remain rigorous, innovative, and challenging; and extra-curricular activities provide avenues for students to become well-rounded individuals.

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JG Consulting has engaged with the Killeen Independent School District to recruit candidates to serve as the Superintendent.

Confidential Search: Only the Lone Finalist will be named

The Killeen Independent School District (KISD) Board of Trustees is seeking a committed student-focused instructional leader to serve as the Superintendent (doctoral degree preferred). A successful candidate should possess the following characteristics and qualifications:

- The candidate shall be an instructional leader of the highest character and shall reflect a deep understanding of KISD’s diverse demographic and be committed to working with the totality of KISD’s community.
- The candidate must be committed to increasing academic achievement in all ethnic groups of KISD, must be able to focus staff on district goals, while holding staff accountable for their responsibilities, and must be able to articulate a focused organizational plan for this objective. Performance objectives must be clearly articulated with a goal of excellence in KISD student and staff performance.
- The candidate must be a visible, transparent and authentic *communicator* who can nurture the established family culture of KISD, effectively communicate with diverse parents, students and community members, and is committed to longevity in KISD.
- The candidate must develop a strategic plan which supports published goals of his/her administration, must be a *uniter* and cheerleader for KISD, and must be loyal to KISD while working collaboratively with our community. This is a long-term commitment.
- A candidate that is a motivational *team-builder* who actively maintains the pulse of the organization, and strives to work collaboratively with principals, teachers, parents, and the community to improve student outcomes
- A candidate who is a passionate and caring *consensus builder* who is approachable and trustworthy, who understands the needs of military and economically disadvantaged families, and who can, through word and deed, inspire students, teachers, staff, and the community to nurture and grow strong partnerships in order to achieve the full potential in all KISD students
- A candidate who is a highly visible, ground-engaged *competitor*, who is also a *courageous captain and ambassador*, who has the ability to grow and nurture parent and community involvement, to champion KISD as the “district of choice” and who fights zealously at the local, state, and federal levels on behalf of our students and staff
- A candidate who is a skilled *manager* who is knowledgeable in budget and financial management and the Texas school finance system, has a demonstrated ability to hire, place, grow and retain top-notch staff and faculty, who understands high-level organizational management functions, and is committed to a zero-defect school safety program

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CONDITIONS OF EMPLOYMENT

Candidates must have or be qualified to obtain the Texas Superintendency Certificate. To receive the standard Superintendent Certificate, candidates must hold, at a minimum, a principal certificate or the equivalent issued under this title or by another state or country. Questions regarding certification should be directed to the Texas Education Agency; please contact (512) 463-9734. Background checks and fingerprinting are required for hire.

Selection Process

All materials submitted as part of the superintendent application process will remain confidential to the extent allowed by the law. After all applications are reviewed and preliminary interviews are conducted by JG Consulting, the names of the candidates will be presented to the Killeen ISD Board of Trustees for its consideration to conduct additional interviews. The first and final rounds of interviews will be in closed session with the Board of Trustees. The Lone Finalist will be named on or around June 15, 2023. There is a minimum 21-Day waiting period required by law before the candidate can enter a contract once he or she is announced as the Lone Finalist.

<u>Salary and Benefits:</u>	Negotiable; commensurate with experience
<u>Criminal History/Background:</u>	Required
<u>Fingerprinting:</u>	Required

The online application should include one (1) file with the following information in PDF format:

- Letter of Interest
- Current Resume
- List of References
- College/University Transcripts
- Signed copy of the "Verification Forms" (pages 5 – 6 of this document)

Electronic submittal is required: www.jgconsulting.us/job/killeen-isd-superintendent

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

Application Deadline: May 12, 2023

Desired Beginning Date: TBD

JG Consulting is conducting the executive search:

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Applicants are not to contact any members of the Board. The final selection is the sole responsibility of Board of Trustees. For clarification and application inquiries, call (888) 765-3731. The Killeen Independent School District does not discriminate against race, religious creed, color, national origin, age, ancestry, physical and/or mental disability, medical condition (including HIV and AIDS), genetic information, marital status, sex (childbirth, breastfeeding and medical conditions related to pregnancy, childbirth, or breastfeeding), gender, gender identity, gender expression, age, sexual orientation, and military and/or veteran status.

Search Activities	Timeline¹
Board meeting to initiate the Superintendent search	March 6
Internal and External Community-related meetings: <ul style="list-style-type: none"> • Interviews with each Trustee • Community outreach meetings to solicit feedback for the desired characteristics and traits of the next Superintendent 	March 16 – April 14
Present formal scope of work and preliminary job profile to the Board of Trustees for approval and/or necessary modifications	April 18
Candidate Application Portal is Open <ul style="list-style-type: none"> • Marketing and recruiting Activities • Local, state, regional, and national publications • Other education publications and websites • Campaigns: virtual meetings and in-person recruitment 	April 22 – May 12
Application Deadline	May 12
Prepare and present pre-screened applicants in a reporting format and with access to the online interview videos	May 18
<u>Candidate Interviews:</u>	
Round 1 & Round 2 Interviews	May 22 – June 5

¹ All dates are aligned to meet the deliverables of the Board of Trustees and are subject to change.

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Verification for Superintendent

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 governmental-related employment or other profession, 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 have never been nor am I currently the subject of an inquiry, review or investigation for alleged misconduct or alleged violation of the professional standards of conduct.

_____ I have never failed to complete a contract for employment in any industry 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 the 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 charged with any: (a) felony, (b) misdemeanor, or (c) major traffic violation, such as; driving under the influence of intoxicants or illegal drugs; reckless driving; fleeing from or attempting to elude a police officer; driving while my 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 complaint, judgment or other court order entered against me 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 misconduct of any kind.

_____ I have not previously nor am I currently the subject of an ongoing investigation related to a report of suspected child abuse or sexual conduct.

_____ I authorize you to make such investigations and inquiries of my personal, employment, educational, financial, and other related matters as may be necessary for an employment decision.

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Confirmation 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 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 anyone else who has information about my work history, education qualifications, or fitness to provide such information to the Killeen ISD Board of Trustees for which I have completed an employment application. I release all persons providing this information to the Killeen ISD Board of Trustees 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 Killeen ISD Board of Trustees or any other relevant state-licensing agency related to my employment. I acknowledge that the Killeen ISD Board of Trustees may conduct an internet search, reference checks, background investigations and confirmation of employment as a part of this application.

Confidential Search: Superintendent for Killeen ISD

Signature of Applicant: _____

Printed Name of Applicant: _____

Date: _____