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LEASOR CRASS, P.C.

302 W. BROAD STREET  
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**APPLICATION FOR POSITION OF  
SUPERINTENDENT FOR CRANDALL ISD**

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

The Crandall 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 of administrative 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 trends in order to plan for new or renovation of existing facilities with experience dealing with school construction preferred to manage the district's current and anticipated future growth;
- A dynamic leader with proven success and familiarity or experience in a diverse demographic population who is committed to Crandall ISD for the long-term, willing to live in the district, and demonstrates active involvement in the district and community;
- A responsible supervisor who demonstrates knowledge of school finance and budget management with sound management practices and appropriate planning and decision-making skills;
- 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 visionary that has proven success in implementing cutting-edge technology and instructional strategies in today's classroom;
- A role model for students and staff who demonstrates strong moral values, high integrity and embraces community values who is involved in and visible throughout the district and community;
- A person of integrity with the ability to fairly evaluate staff and students and be accountable for the district's growth;
- Ability to function in an environment that requires flexibility and multi-tasking to achieve objectives in rapidly changing circumstances;
- 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; and
- An effective delegator who empowers staff members to carry out their responsibilities independently while remaining knowledgeable and accountable for the district's overall progress in carrying out its mission.

## CONDITIONS OF EMPLOYMENT

Salary and benefits:	Negotiable, depending on experience
Criminal History/Background:	Required
Fingerprinting:	Required
Credit Check:	All second-round candidates with credit reports of bankruptcy filings or credit score below 625 being reported will be furnished to the Board prior to naming of the lone finalist.
Residence Requirement:	Must live in District

### **Application file should include:**

- Letter of Interest
- Current Resume
- Brief Description of Major Accomplishments/Career Vita
- List of References
- Verification of Superintendent Application
- College/University Transcripts
- Copies of Certificate(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: May 1, 2019    Desired Beginning Date: July 1, 2019**

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 is the sole responsibility of the Board of Trustees. All personnel of the Crandall 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

Community Focus Groups	March 19, 2019
Application Deadline	May 1, 2019
Applications Reviewed by Board	May 3-7, 2019
Select Best Qualified Applicants to Interview	May 7, 2019
Initial Round of Interviews	May 20-21, 2019
Board meeting to determine 2 <sup>nd</sup> Round Interviews	May 22, 2019
2 <sup>nd</sup> Round Interviews	May 28-30, 2019
Board names Lone Finalist	June 3, 2019
Board votes to hire Lone Finalist	June 24, 2019
Preferred Start Date	July 1, 2019

## **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 you 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 of 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

**CONSUMER CREDIT and BACKGROUND REPORT RELEASE FORM**

**PLEASE READ CAREFULLY**

BY MY SIGNATURE BELOW, I AUTHORIZE Leasor Crass, P.C., as attorneys and search consultants for Crandall ISD in its Superintendent Search, to obtain a Consumer Credit Report and/or a Background Report on me should I be offered an interview in Round Two. This authorization is valid for purposes of verifying information given pursuant to employment and business negotiations, or any other lawful purpose covered under the Fair Credit Reporting Act.

By my signature below, I hereby authorize all corporations, former employers, credit agencies, educational institutions, law enforcement agencies, city, state, county and federal courts and agencies, military services and persons to release all information they may have about me, including criminal and driving history.

I hereby release any credit reporting agency from any and all liability for furnishing such information. I also release Leasor Crass, P.C. and Crandall ISD, including its employees, agents or representatives from any and all liability for conducting such an investigation. A photocopy, scan or facsimile copy of this Authorization and Release will be treated as though it were the original.

Applicant's Name: \_\_\_\_\_

Social Security Number: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Current Street Address: \_\_\_\_\_

City, State, Zip Code: \_\_\_\_\_

Driver's License #: \_\_\_\_\_ State: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**\*\*NOTE: PLEASE INCLUDE A COPY OF A VALID DRIVERS LICENSE\*\***



# Application to Apply for the Position of Superintendent

## Vision

To empower each student to positively impact the world.

## Mission

Crandall Independent School District will provide each student an exceptional education in an inspiring environment with caring people.

## District Information

According to the deed of records which was filed on February 28, 1901, "Twenty resident citizens of the village of Crandall requested an election for the purpose of incorporating for free school purpose as provided by law." The election was held on March 9, 1901. The citizens also voted at the same time to "levy a tax of 0.25 cents on \$100 to raise money so the district might float bonds to build a good school building." The building was completed in 1903 at a cost of \$9,000. The school had five teachers with an enrollment of about 225 scholars. CISD is proud to celebrate over 100 years of excellence.

Crandall Independent School District is a 4-A school district fully accredited by the Texas Education Agency. CISD serves students in Pre-Kindergarten through 12<sup>th</sup> grade and is located in Crandall, Texas in the southwest portion of Kaufman County. Crandall Independent School District serves approximately 4,400 students, approximately 500 employees, and includes seven campuses that serve seven communities spanning over 100 square miles.

## About Crandall

Crandall is at the intersection of U.S. Highway 175 and Farm Roads 148 and 3039, nine miles west of Kaufman in west central Kaufman County. Crandall is just 45 minutes from Dallas and 45 minutes from First Mondays in Canton. It has a population of 3,059. The median income in Crandall is \$64,615 and the median home cost in Crandall is \$193,900. Home appreciation the last 10 years has been 11.37%.

Located just a short drive from Dallas, the City of Crandall provides you with the best of both worlds, near the excitement of the large cities, but with the benefits of a smaller community. In Crandall, Texas you can enjoy quality time with your family by going to the park to take a leisurely stroll, walk your dog, or have a picnic. Within a short drive, you can go to the nearest mall for some shopping. You can also take your family out, enjoy a date night to see a movie at Hometown Cinemas, attend the high school football game, go fishing at local lakes, or enjoy any of the other several recreational lakes around the area.

## Crandall ISD Facts and Figures

Student Enrollment	
<b>1 High School Campus</b>	1201
<b>1 Middle School Campus</b>	716
<b>0 Intermediate Campuses</b>	0
<b>5 Elementary Campuses</b>	2466
<b>1 Alternative Education Center</b>	37
<b>Total Enrollment</b>	4420
<b>Total Expenditures/Student</b>	8081
<b>Maintenance and Operation Expense/Student</b>	7541

Crandall ISD Employee Profile	
<b>Teaching Staff</b>	287
Bachelor's Degree	226
Master's Degree	57
Doctoral Degree	4
<b>Support Staff</b>	69
<b>Other</b>	179
<b>Total Employees</b>	535
<b>Highly Qualified Teachers</b>	

Financial Profile	
<b>Total Operating Budgets</b>	
Maintenance and Operations	\$33,840,00
Interest and Sinking	\$6,965,000
Child Nutritional Services	\$1,760,000
<b>Tax Rate</b>	\$1.54
<b>Maintenance and Operations</b>	\$1.04
<b>Interest and Sinking</b>	\$0.50
<b>General Fund Expenditures (Percent)</b>	
Payroll Costs	81%
Professional/Contract Services	10%
Supplies	6%
Other Operating Expenses	2%
Capital Outlay	1%

TEA 2018 Snapshot			
<b>Anglo</b>	2025	<b>Economically Disadvantaged</b>	2250
<b>Hispanic</b>	1409	<b>Career and Technology</b>	1158
<b>African American</b>	774	<b>Gifted and Talented</b>	256
<b>Asian</b>	20	<b>Special Education</b>	454
<b>Other</b>	192	<b>Bilingual</b>	62
<b>Attendance Rate</b>	97.23	<b>Completion Rate</b>	100