



You have opened the application form for

Superintendent

of

The School District of St. Johns County, Florida

In order to be considered for this position, you must submit the following:

- A resume with a signed cover letter
- Information verifying credentials, including college transcripts and current valid certifications
- Three letters of recommendation
- This superintendent application form

via email to jreichert9@gmail.com

by

July 15, 2016 Midnight

The completed/signed application and all supporting materials must be received by the date of closing or your application will not be considered for this position.

If you have questions regarding the search or application process, please contact:

Andrea Messina
Executive Director
Florida School Boards
Association
Messina@fsba.org
850-414-2578

Dr. Bill Vogel
Consultant
Florida School Boards Association
b2vogel@gmail.com
321-299-2452

John Reichert
Consultant
Florida School Boards Association
jreichert9@gmail.com
321-363-7909



The School District of St. Johns County, Florida

Application Information Form Position: Superintendent

To ensure full consideration, you must fill out the application completely, and submit via email to jreichert9@gmail.com along with all other required documentation.

Current Date:			
Title:	Last Name:	Middle Initial:	First Name:
Former LastName(s):			Home Phone: () -
Present Address:			Cell Phone: () -
City:			Office Phone: () -
State:	Zip Code: -	Email Address:	

RECORD OF PROFESSIONAL EDUCATION (IN REVERSE CHRONOLOGY)

Institution	Graduation Date	Major	Degree
	/ /		
	/ /		
	/ /		
	/ /		
	/ /		

CERTIFICATION/LICENSURE

State	Certification Type	Expiration Date	Description
		/ /	
		/ /	
		/ /	
		/ /	
		/ /	



The School District of St. Johns County, Florida

Application Information Form
 Position: Superintendent

EXPERIENCE

Please list ALL relevant work experience beginning with the most recent.

Current or Most Recent Position		Employer Contact Information		Supervisor/Reference Contact Information	
Date From – Date To:		Full or Part Time:		Last Annual Salary:	
Reason for Leaving:					
Responsibilities/Accomplishments at this Position:					

Previous Position Held		Employer Contact Information		Supervisor/Reference Contact Information	
Date From – Date To:		Full or Part Time:		Last Annual Salary:	
Reason for Leaving:					
Responsibilities/Accomplishments at this Position:					

Previous Position Held		Employer Contact Information		Supervisor/Reference Contact Information	
Date From – Date To:		Full or Part Time:		Last Annual Salary:	
Reason for Leaving:					
Responsibilities/Accomplishments at this Position:					



The School District of St. Johns County, Florida

Application Information Form
 Position: Superintendent

Previous Position Held		Employer Contact Information		Supervisor/Reference Contact Information	
Date From – Date To:		Full or Part Time:		Last Annual Salary:	
Reason for Leaving:					
Responsibilities/Accomplishments at this Position:					

PERSONAL DATA QUESTIONNAIRE

Position: Superintendent

Definitions: Convicted means a conviction by a jury or by a Court and shall also include the forfeiture of any bail, bond, or other security deposited to secure appearance by a person charged with having committed a felony or misdemeanor, the payment of a fine, a plea of nolo contendere, the imposition of a deferred or suspended sentence by the Court, adjudication withheld, finding of guilt, a plea of no contest or pre-trial intervention.

If you answer "yes" to one or more of the below security questions, you will need to include a response that explains each incident. Your response should include the date, state, county, nature of event, and outcome for each incident.

Non-criminal traffic violations do not need to be reported. DUI and reckless driving are criminal offenses and must be reported.

As an educational institution, the school district has a high level of clearance for background checks and will have access to all records.

Applicants are expected to be honest on all applications and disclose any/all criminal offenses that have occurred. Any failure to accurately disclose criminal history may result in disqualification for employment.



The School District of St. Johns County, Florida

PERSONAL DATA QUESTIONNAIRE

Position: Superintendent

1.	Have you ever been confirmed as a child abuser by the Department of Children & Families or a similar agency? If answered YES, court documents are required.	Please Select One Yes / No
2.	For the purpose of this questionnaire, "conviction" shall be broadly defined to include adjudication of guilt, a judge's finding or jury verdict of guilt, a plea of guilty or non-contest. Have you ever been convicted and/or found guilty of a criminal offense in a court of law? Answer "yes" even if the records have been expunged or sealed, dropped, dismissed, held or 'nolle prossed.' If answered YES, please list location, dates and nature of each offense in text box below.	Please Select One Yes / No
3.	Have you ever been placed on court ordered probation, or participated in any pre-trial intervention or pre-trial diversion process? Answer "yes" even if the records have been expunged or sealed, dropped, dismissed, held or 'nolle prossed.' In answered YES, please list location, dates, probation, termination dates, probation termination date and nature of each offense in text box below.	Please Select One Yes / No
4.	Are you currently under indictment or the subject of any other pending legal proceeding for a criminal offense? If answered YES, please list location, dates and nature of each offense in text box below.	Please Select One Yes / No
5.	Are you currently under investigation by any local, county, state, federal or international agency for any reason? If answered YES, please list location, dates and nature of each offense in text box below.	Please Select One Yes / No

Additional information regarding questions 2-5:



The School District of St. Johns County, Florida

PERSONAL DATA QUESTIONNAIRE

Position: Superintendent

6.	Have you ever been disciplined, the subject of an investigation, terminated or been non-reappointed for performance reasons by any employer?	Please Select One Yes / No
7.	Have you ever resigned in lieu of disciplinary action, in lieu of termination, or requested to resign through mutual agreement by a prior employer?	Please Select One Yes / No
8.	Have you ever had disciplinary action (e.g. reprimand, probation, suspension, termination), brought against you by either an education institution or the State of Florida or any other employer?	Please Select One Yes / No
9.	Have you ever been dismissed or asked to resign from a school district?	Please Select One Yes / No
10.	Have you ever received an unsatisfactory performance evaluation with regard to any positions held?	Please Select One Yes / No
11.	Have you ever failed to have a contract renewed with a school district?	Please Select One Yes / No
12.	Have you ever resigned in lieu of non-renewal?	Please Select One Yes / No
13.	Have you ever had a teaching credential or license denied, revoked, suspended, or have you been placed on probation by the certifying agency in any state?	Please Select One Yes / No
14.	Do you know of any reason that would prevent you from performing job responsibilities and duties of the position for which you are applying?	Please Select One Yes / No



The School District of St. Johns County, Florida

PERSONAL DATA QUESTIONNAIRE

Position: Superintendent

If you answered "yes" to question(s) 6-14 above, please complete the following section. If needed, attach additional documentation regarding records.

Employer/Agency	Address	Date(s)	Explanation
		/ /	
		/ /	
		/ /	
		/ /	
		/ /	
		/ /	
		/ /	



The School District of St. Johns County, Florida

APPLICATION INFORMATION FORM

Position: Superintendent

TERMS OF ACCEPTANCE

Applicant hereby waives his/her right to confidentiality with regard to his/her work record or criminal record and consents to and authorizes the release of information from current or former employers and/or law enforcement personnel upon inquiry under this application. I am aware that the Florida Sunshine Act will require that all applicant information is public and can be released to the media upon request.

I certify that the information provided herein is true and complete to the best of my knowledge.

Electronic Signature (Please type your first and last name.): _____

Current Date: _____

- I understand that checking this box constitutes a legal signature confirming that I acknowledge and agree to the above Terms of Acceptance.

The complete/signed application and all supporting materials must be emailed to:

jlreichert9@gmail.com

by July 15, 2016 Midnight.

Note: All submissions will receive an acknowledgement of receipt.

If you have questions, please contact:

Andrea Messina
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