

682.422.0009  
FAX 682.422.0008



302 W. BROAD STREET  
MANSFIELD, TEXAS 76063  
WWW.LEASORCRASS.COM

## LEASOR CRASS, P.C.

---

### APPLICATION FOR POSITION OF SUPERINTENDENT - DUNCANVILLE ISD

---

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

The Duncanville 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 a Texas Superintendent Certification;
- A professional educator with experience as a teacher and administrator with preferably three (3) or more years of leadership experience in central office. Superintendent experience preferred;
- A dynamic leader with proven success and familiarity or experience in a diverse demographic population who is committed to Duncanville ISD for the long-term and willing to live in the district;
- Demonstrated knowledge of school finance and budget management;
- An excellent communicator with superior interpersonal skills who can make and defend difficult decisions that are best for students and the school district;
- An exceptional educator who emphasizes student performance through a comprehensive educational program and can make and defend difficult decisions that are best for all students and the district;
- A visionary that has proven success in implementing cutting-edge technology and instructional strategies in today's classroom;
- An individual with a reputation as an open, approachable, ethical, and enthusiastic leader who is involved in and visible throughout the district and community;
- A professional educator with the ability to evaluate staff and be accountable for the district's growth;
- A progressive thinker willing to integrate new ideas and technological concepts into the district;
- 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, mutual trust, and cooperation;
- A community leader that demonstrates active involvement in the district and community;
- 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
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 should be mailed to:**

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

### **Electronically submitted to:**

*rhonda@leasorcrass.com*

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

**Application Deadline: January 12, 2016      Desired Beginning Date: April 4, 2016**

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 Duncanville 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.

## **Timeline**

Application Deadline	Tuesday, January 12, 2016
Application Review by Board	January 15-18, 2016
Select Best Qualified Applicants to Interview	January 19, 2016
Initial Round of Interviews	January 25-28, 2016
Follow up Interview	February 1-4, 2016
Hometown and District visits	February 8-12, 2016
Board names Lone Finalist	February 18, 2016
Board votes to hire Lone Finalist	March 10, 2016
Preferred Start Date	April 4, 2016

## **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 the 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 the professional standards of conduct.

\_\_\_\_\_ I have never failed to complete a contract for educational services in any educational or school-related position because of any alleged misconduct or alleged violation of the 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 the 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 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 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 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 misconduct (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 misconduct related to my employment; (c) the dates of any substantiated reports; (d) the definitions of child abuse and sexual misconduct used by the education provider when the determination was made that any reports were substantiated; and (e) the definitions of child abuse and sexual misconduct 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 perform the position of superintendent 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



# An Application to Bid for the Position of Superintendent

## Mission

The mission of Duncanville Independent School District is to provide each student with the necessary skills to achieve lifelong success and contribute to a global society.

## District Core Beliefs

### **Purposeful Engagement**

The most effective long-term way to learn and is our primary responsibility.

### **Quality Teachers**

The single most important influence on the quality of learning.

### **Collaboration & Continuous Improvement**

We are a learning organization with a culture of continuous improvement and collaboration.

### **Valuing Each Individual**

Each person is unique and of infinite value; therefore, we embrace and celebrate diversity.

### **Schools Impacting Community**

Quality schools encourage and sustain quality of life, freedom, democracy, and economic growth

## About Duncanville

Duncanville is a city in southern Dallas County, Texas, in the United States. Known as the City of Champions, Duncanville boasts the best of a small town with all the assets of the city. Located in the southwest Dallas County, Duncanville is nestled between I-20 and Hwy. 67, just minutes from Dallas and Fort Worth.

The city offers rail service for business and easy access to I-35, the NAFTA gateway from the south. This means little traffic for commuting to the Metroplex and all major airports. With new commercial and residential developments coming in every day, Duncanville is booming with opportunities. Duncanville's success in business, education, and quality of life gives its residents a strong sense of community. That's what makes the City of Champions a friendly community perfect for living, working and playing!

Duncanville ISD incorporates portions of the cities of Dallas, Cedar Hill and DeSoto, as well as the city of Duncanville. The district has received a rating of "Superior Achievement" for 11 consecutive years under the Texas' Schools FIRST financial accountability rating system. Famous Duncanville High School graduates include Governor Greg Abbott, Olympic-gold medalist and WNBA champion, Tamika Catchings, and NBA center, Greg Ostertag.

## Duncanville ISD Facts and Figures

Student Enrollment	
1 High School Campus	4,143
3 Middle School Campuses	2,020
3 Intermediate Campuses	1,845
9 Elementary Campuses	4,650
2 Alternative Education Center	129
<b>Total Enrollment</b>	<b>12,787</b>
<b>Total Expenditures/Student</b>	<b>10,306</b>
<b>Maintenance and Operation Expense/Student</b>	<b>8,272</b>

Duncanville ISD Employee Profile	
<b>Teaching Staff</b>	<b>803</b>
Bachelor's Degree	554
Master's Degree	234
Doctoral Degree	10
<b>Support Staff</b>	<b>352</b>
<b>Other</b>	<b>540</b>
<b>Total Employees</b>	<b>1,695</b>

Financial Profile	
<b>Total Operating Budgets</b>	<b>132,436,067</b>
Maintenance and Operations	105,292,860
Interest and Sinking	19,466,212
Child Nutritional Services	7,676,995
<b>Tax Rate</b>	<b>1.5295</b>
<b>Maintenance and Operations</b>	<b>1.04</b>
<b>Interest and Sinking</b>	<b>0.4895</b>
<b>General Fund Expenditures (Percent)</b>	
Payroll Costs	87%
Professional/Contract Services	7%
Supplies	4%
Other Operating Expenses	2%
Capital Outlay	-

TEA 2014 Snapshot			
Anglo	635	Economically Disadvantaged	9,719
Hispanic	6,603	Career and Technology	4,374
African American	5,264	Gifted and Talented	735
Asian	219	Special Education	1,228
Other	224	Bilingual	LEP - 2,201
Attendance Rate	95.68%	Completion Rate	98%