

# Application to Apply

## Superintendent of Schools

for the Williamsville Central School District

Applications are Due No Later than March 5, 2021



# Application for Professional Employment



## Superintendent of Schools Williamsville Central School District

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

Please submit this completed signed application (with input ready fields) along with a current resume, copies of all certificates earned in education, college placement folder containing academic transcripts, a minimum of four references, and four written letters of recommendation. It is the applicant's responsibility to forward all materials to the search consultant prior to the closing date.

**Lynn Marie Fusco, Ph.D.**  
**District Superintendent/CEO**  
**Erie 1 BOCES**  
**355 Harlem Road • West Seneca, NY 14224**  
**Attn: Williamsville Central School District Superintendent Search**  
**No Later than March 5, 2021**

Williamsville Central School District is an equal opportunity employer in compliance with all applicable laws including New York State Human Rights Law, Title IX, Title VII of the Civil Rights Act of 1964, the Equal Employment Opportunity Law, and section 504 of the Rehabilitation Act. Williamsville Central School District does not discriminate against any person on the basis of age, race, color, creed, national origin, marital status, religion, sex, sexual orientation, military/veteran status, or disability.

### Personal Data:

Name: \_\_\_\_\_

Present Address: \_\_\_\_\_

Town/City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: Home: \_\_\_\_\_ Business: \_\_\_\_\_ Cell: \_\_\_\_\_

Email Address: \_\_\_\_\_

Present Position: \_\_\_\_\_

School District Size (student population): \_\_\_\_\_

Type of District: \_\_\_\_\_ Number of Employees: \_\_\_\_\_ Budget: \_\_\_\_\_  
(e.g. City, Central, UFSD, etc)

Administration: \_\_\_\_\_ Teaching: \_\_\_\_\_ Support: \_\_\_\_\_

BOCES District (if applicable): \_\_\_\_\_

**An Equal Opportunity Employer**



**Additional Personal Information:**

- Are you a citizen of the U.S. or legally authorized to remain and work in the U.S.?  Yes  No
- Have you ever served in the United States Armed Forces?  Yes  No  
 If yes, list branch \_\_\_\_\_ Dates of Service \_\_\_\_\_ to \_\_\_\_\_.  
 If yes, did you receive a dishonorable discharge?  Yes  No  
*If yes, please explain on a separate sheet. A dishonorable discharge is not an absolute bar to employment; other factors will affect the decision.*
- Have you ever been convicted of a crime?  Yes  No  
*If yes, please explain on a separate sheet.*
- Are there currently any arrests or criminal accusations pending against you?  Yes  No  
*If yes, please explain on a separate sheet.*
- Have you ever been the subject of a report for child abuse, maltreatment, or neglect?  Yes  No  
*If yes, please explain on a separate sheet.*
- Have you ever been released from employment, asked to resign from employment, and/or denied permanent status/tenure?  Yes  No  
*If yes, please explain on one of the additional pages at end of this application.*
- Are you a relative of any board member, administrator, or other employee of the school district to which you are applying?  Yes  No  
*If yes, Name \_\_\_\_\_ Position \_\_\_\_\_ Relationship \_\_\_\_\_*

**Professional Preparation: (Undergraduate and Graduate Studies)**

Institution	Major/Minor	Degree

*List all certificates which you have earned in education (**PLEASE ENCLOSE COPIES**):*

Title of Certification	Date Issued	Type	State Valid In

**Please Note:** If you need additional space for accomplishments, special interests, etc., there are blank pages at the end of this file to use.

**Administrative Experience:** *(most recent first)*

Title	Employer Contact Information	Supervisor/Reference Name and Contact Information	Dates Employed

**Teaching Experience:** *(most recent first)*

Subject/Name	Employer Contact Information	Supervisor/Reference Name and Contact Information	Dates Employed

**Other Work Experience:** *(most recent first)*

Firm	Address & Phone	Type of Work	Dates Employed	Immediate Supervisor

**Accomplishments:** *List professional accomplishments as they relate to this position.*

**Please Note:** If you need additional space for accomplishments, special interests, etc., there are blank pages at the end of this file to use.

**Special Interests:** *Community Affiliations - Professional Affiliations as they relate to this position.*

*(Affiliations which may reveal race, creed, color, national origin, marital status, disability or age are not required)*

**References:** *Provide at least four (4) references. These references should be people qualified to provide information describing your abilities for the position of Superintendent of Schools. (See page 1 for written reference requirements.)*

Name	Present Address	Business Phone	Home Phone

What is your view of the role of the Superintendent of Schools?

**Consent, Waiver and Release:** *Applicant's Signature and Date*

By signing below, I hereby authorize the Williamsville Central School District, the consultant Lynn Marie Fusco, Ph.D. and her duly authorized representatives to verify and investigate all statements and information I have provided on this application, related documents and in interviews.

I acknowledge that all material, information, and/or other data obtained, collected or sought during the search process that directly pertains to me is the property of the Williamsville Central School District and may be shared between the district and the district's consultant, Lynn Marie Fusco, Ph.D. and her duly authorized representatives engaged in the search proceedings. This information may be the subject of inquiry by the consultant to the extent permitted by federal, state or local law as he/she conducts a study of the background, experience, and educational activities of the candidates. Accordingly, I agree to release, discharge and hold harmless from any and all liability, claims, charges or causes of action to the extent permitted by law, those persons providing information about me to the district, the consultant and his/her duly authorized representatives so long as the information is related to the responsibilities, duties and/or functions of the position for which I have applied, and/or has been requested for the purpose of confirming all statements contained in this application, my resume and/or other supporting documents I have provided to the district and/or the consultant. I hereby release, discharge and hold harmless from any and all liability, claims, charges or causes of action to the extent permitted by law, the consultant and his/her duly authorized representatives for seeking such information. I understand that none of the information noted above will be available to me except as may be required under state or federal laws or regulations.

I certify that all the information on this application, my resume, and/or any supporting documents is and will be complete and accurate to the best of my knowledge. I also understand that any falsification, misrepresentation, or material omission of any information contained in this application, my resume, and/or any supporting documents is cause for disqualification of my candidacy for the position, or, if hired or retained, disciplinary action up to and including dismissal.

\_\_\_\_\_

Date

\_\_\_\_\_

Applicant's Signature

**Note:** *Please use this space and/or additional pages for any additional information pertaining to this application. It is important that you reference the question or section you are addressing.*

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