



# HICKORY PUBLIC SCHOOLS

## APPLICATION - Superintendent of Schools

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Directions:

- Complete the application in full (typed).
- Application must be received by April 15, 2021.
- Applications may be mailed or emailed. Faxes will not be accepted.
- All applications must be filled out completely. **Do not state "see resume"; however, you may also attach your resume.**
- Applicants should enclose a writing sample stating why they desire this position and expressing something of their educational philosophy, long-range goals and outstanding accomplishments **OR** the applicant may submit a published article regarding K-12 education. Please do not submit lengthy attachments or examples of presentations or accomplishments with your application.
- If there is insufficient space for your answer, attach a sheet of paper with your name on it and indicate which number(s) you are continuing.
- The successful applicant must reside in Catawba County.
- At a later date you may be required to execute a release form for a background check and produce a credit report from one of the three major credit reporting agencies.

For additional information contact:

Chris Campbell  
Campbell Shatley, PLLC  
674 Merrimon Ave., Suite 210  
Asheville, NC 28804  
[Chris@csedlaw.com](mailto:Chris@csedlaw.com)  
(828) 378-0064

Mail/Email this application and other materials to:

Superintendent Search  
c/o Campbell Shatley, PLLC  
674 Merrimon Ave., Suite 210  
Asheville, NC 28804  
[Applicant@csedlaw.com](mailto:Applicant@csedlaw.com)  
(828) 378-0064

**Note:** You must currently hold or be eligible for a valid North Carolina Superintendent's Certificate OR you must have at least a bachelor's degree from a regionally accredited college or university and possess five years of leadership or managerial experience deemed relevant by the Board of Education.

## Personal Data

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Name	Last	First	Middle/Maiden	Dr.	Mr.	Mrs.	Ms.
					(check one)		
Present (Home) Address				Phone			
Email Address							
Present (Office) Address				Phone			

Are you related by blood or marriage to any person now employed by Hickory Public Schools?

Yes No *If yes, give name, where employed, and relationship.*

## Educational History

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Doctorate  
Degree Institution Program Date Received

Master's  
Degree Institution Program Date Received

Bachelor's  
Degree Institution Program Date Received

Certification(s)

## Current Employment Data

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Present Employer:

Address:

Telephone:

Position or Title:

Years in Position:

Are you currently under contract?

Is your employer aware of this application?

Contract Expiration:

Your district's 2020-21: Annual Budget:

Number of Schools:

Number of Employees:

Student Enrollment (ADM):

Number of employees reporting directly to you:

What is the percentage of decline / increase in student enrollment during the past five years?

Have you had a Superintendent's contract renewed? Yes No If so, when, where, and size of school district:

Have you ever been dismissed or failed to have a contract renewed? Yes No  
If yes, please explain:

Current Salary (Excluding fringe benefits):

Base Salary Expectations (Excluding fringe benefits):

Do you have, or are you qualified for, a North Carolina Superintendent's License? Yes No

Do you have any objections to your present or previous employers being contacted for reference purposes? Yes No If yes, please explain:

**Previous Employment History** (Attach supplement or resume, if necessary)

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List FULL-TIME experiences, both within and outside the field of education, beginning with most recent employment not included on prior page and continuing in reverse chronological order. Please attach additional page if necessary.

Position

Institution

Address

Telephone

Unit Size:

No. of Employees Supervised

Dates of Service

Reason for Leaving

Position

Institution

Address

Telephone

Unit Size:

No. of Employees Supervised

Dates of Service

Reason for Leaving

Position

Institution

Address

Telephone

Unit Size:

No. of Employees Supervised

Dates of Service

Reason for Leaving

**Community Involvement** (Attach supplement, if necessary.)

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Please give a brief listing of activities or other evidence of community participation.

**Professional Activities** (Attach supplement, if necessary.)

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Please list publications or research (including doctoral dissertation) projects.

Please list fellowships, scholarships, special studies, honors, etc.

## References

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Please provide a list of your references only (no letters of recommendation) – include a minimum of six individuals, one of whom should be a recent employer or supervisor, one a leader in your community, and at least two educators who know of your work record. Do not list a relative. You will be notified prior to references being called.

## Major Career Accomplishments (Attach supplement, if necessary.)

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## Additional Information

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If your answer is **yes** to any of the following questions, please attach an explanation.

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|----|---|------------|-----------|
| 1  | Do you object to submitting a pre-employment and subsequent physical examination?   | <b>Yes</b> | <b>No</b> |
| 2  | Do you have any objection to a request for your credit rating?  | <b>Yes</b> | <b>No</b> |
| 3  | Have you ever been convicted or charged with a violation of any federal, state, county, or municipal law, regulation, or ordinance, including Driving Under the Influence/Driving While Intoxicated Charge? (Disregard minor traffic violations.) | <b>Yes</b> | <b>No</b> |
| 4  | Would you object to a visit to your community if you are among the finalists?   | <b>Yes</b> | <b>No</b> |
| 5  | Please list the name and address of your local community newspaper.   |            |           |
| 6  | When would you be available, if this position were offered to you?  |            |           |
| 7  | Have you ever been convicted or pleaded no contest to a criminal offense, other than a minor traffic violation? If yes, please attach a separate sheet explaining the details.  | <b>Yes</b> | <b>No</b> |
| 8  | Have you ever been charged with a crime (other than a minor traffic violation) and the charges were dismissed or you were found 'not guilty'? If yes, please attach a separate sheet explaining the details.                                      | <b>Yes</b> | <b>No</b> |
| 9  | In regards to professional employment, have you ever been terminated, had your contract non-renewed, been asked to resign, or resigned under threat of termination? If yes, you may attach a detailed response.                                   | <b>Yes</b> | <b>No</b> |
| 10 | Please list any aliases you have used in the past, including aliases used on social media.  |            |           |

**Additional Information** (Please include your responses as a Word or PDF attachment)

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1. What do you feel are your administrative strengths, and what do you feel are your special qualifications for this position?
2. What do you consider will be the primary focus for public schools in the immediate post-Covid era?
3. Briefly describe your experience or opinion concerning the following?
  - Developing and implementing quality technical and workforce development programs
  - Leadership style particularly in maintaining staff morale as well as meeting the challenges of continuous improvement

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I hereby expressly authorize the Hickory City Board of Education, its agents and employees to make any investigation of my personal, financial or employment history, expressly including, but not limited to federal and/or state, criminal, law enforcement or traffic records. I further authorize any former employer, person, firm, corporation, credit agency, administrative body or governmental agency to give to the Hickory City Board of Education, its agents or employees any information they may have regarding me. In consideration of the review of my employment application by the Hickory City Board of Education, I hereby release Hickory City Board of Education, its agents and employees, attorneys, Campbell Shatley, PLLC, and any and all providers of information to whom this is sent from any liability as a result of furnishing or receiving this information.

I certify that I have fully read this application and that all answers to questions herein are true and complete to the best of my knowledge. I authorize you to investigate all references (as provided) and to secure additional information, if necessary.

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**DATE**

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**SIGNATURE**