

# Tri-County Educational Service Center

Application for Superintendent

**741 Winkler Drive**

**Wooster, Ohio 44691**

**330-345-6771**

*Fax: 330-345-7622*

*Website: www.tricountyesc.org*

**Date** \_\_\_\_\_

*Please type or print in black ink*

1. \_\_\_\_\_  
*Last Name* *First Name* *Middle*

\_\_\_\_\_  
*Street Address*

\_\_\_\_\_  
*City*

\_\_\_\_\_  
*State*

\_\_\_\_\_  
*Zip Code*

\_\_\_\_\_  
*Cell Number*

\_\_\_\_\_  
*Home Number*

\_\_\_\_\_  
*Work Number*

\_\_\_\_\_  
*Email Address*

2. Present Position \_\_\_\_\_ Employer \_\_\_\_\_

Are you presently under contract to another district? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, when does the contract expire? \_\_\_\_\_

Do we have permission to contact your present employer? Yes \_\_\_\_\_ No \_\_\_\_\_

3. Do you hold a valid Ohio Superintendent's License? Yes \_\_\_\_\_ No \_\_\_\_\_

License Number \_\_\_\_\_

If not, are you eligible for an Ohio Superintendent's License? \_\_\_\_\_ Please explain \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
What other education licenses do you hold or have held?  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4. Training:

	School or Institution Name	Course	Diploma or Degree	Semester Hours Credit	Quarter Hours Credit
High School					
Undergraduate College					
Graduate Work					
Special (Other)					
<b>TOTAL HOURS</b> (undergraduate/graduate)					

5. Total hours credit for courses in education: Semester \_\_\_\_\_ Quarter \_\_\_\_\_

6. Military experience

Branch

Number of Months


7 Foreign travel experience

Where?

When?

How long?


8. In what professional organization(s) do you hold membership(s)?

Organization

How long?


9. Work experience (administration, teaching or other than education)

Name of School or Institution and Location	Grade/Subjects Taught or Position Held	Dates From-To	No. of years
Total number of years experience in Education			

10. Number of days of accumulated sick leave, if any: \_\_\_\_\_

11. Present Salary? \_\_\_\_\_ Minimum salary per year you would accept? \_\_\_\_\_

12. Have you retired from STRS? \_\_\_\_\_ If so, date of retirement: \_\_\_\_\_

13. Have you ever been issued continuing status as a teacher? Yes \_\_\_\_\_ No \_\_\_\_\_

Where? \_\_\_\_\_

14. Why are you looking to make a change from your current position? \_\_\_\_\_

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**References:** Give five references, including board members, other superintendents, principals or others who have first-hand knowledge of your character, personality, scholarship, and abilities.

Name	Address & Telephone	Official Position
1.		
2.		
3.		
4.		
5.		

**READ CAREFULLY**

All applications for employment are subject to a criminal records check through the Bureau of Criminal Identification and Investigation and Federal Bureau of Investigation pursuant to the authority of Section 3319.32 and Section 109.57, Revised Code.

**Please see the following list of disqualifying crimes:**

Aggravated Murder	Corruption of a Minor	Illegal Use of a Minor in Nudity-
Murder	Gross Sexual Imposition	Oriented Material/Performance
Voluntary Manslaughter	Sexual Imposition	Aggravated Robbery
Involuntary Manslaughter	Importuning	Robbery
Felonious Assault	Voyeurism	Aggravated Burglary
Aggravated Assault	Public Indecency	Burglary
Assault	Felonious Sexual Penetration	Abortion Without Informed Consent
Failing to Provide for Functionally Impaired person	Compelling Prostitution	Endangering Children
Aggravated Menacing	Promoting Prostitution	Domestic Violence
Patient Abuse or Neglect	Procuring	Carrying Concealed Weapons
Kidnapping	Prostitution	Having Weapons While Under Disability
Abduction	Disseminating Matter Harmful to Juveniles	Improperly Discharging Firearm at or into Habitation or School
Child Stealing	Pandering Obscenity	Corrupting Another with Drugs
Criminal Child Enticement	Pandering Obscenity Involving a Minor	Drug Trafficking
Rape	Pandering Sexually Oriented	Alteration of Food
Sexual Battery	Material Involving a Minor	

*I have read the above list of disqualifying crimes*

\_\_\_\_\_  
*Employee Signature*

**ANY PERSON WHO KNOWINGLY MAKES A FALSE STATEMENT IS GUILTY OF FALSIFICATION UNDER SECTION 2921.13 OF THE REVISED CODE, WHICH IS A MISDEMEANOR OF THE FIRST DEGREE.**

**Employment Provisions (Signature required below)**

I understand that due to the length of time required for completion of the criminal background check, it may be necessary to employ a person prior to the Board of Education having received the results of the criminal records investigation. In these cases, the Board of Education shall rely on the information provided in the employment application. However, by signing this document I specifically agree that if I am employed by the Board of Education prior to its receipt of a response from B.C.I., and F.B.I. as my ***employment shall be contingent*** upon subsequent receipt by the Board of Education of a report from B.C.I. which is consistent with my answer to the above question. In the event I have been employed prior to the Board of Education having received a report from B.C.I., and a subsequent report from B.C.I. and F.B.I. is received which is not consistent with my answer to the above question, I specifically agree that the action of the Board of Education employing me ***shall be void*** without any further act by either party, and that my employment will terminate immediately without the necessity of proceedings to formally terminate my contract of employment.

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Date**

**Please include the following with this application:**

- 1. Copies of transcripts**
- 2. Copy of a current Superintendent Certificate/License**
- 3. Three letters of reference by professionals who have known you at least a year (not relatives)**
- 4. Current resume and letter of interest**

**Return to: James Ritchie, Superintendent  
Tri-County ESC  
741 Winkler Dr.  
Wooster, OH 44691  
Phone: 330-345-6771, ext. 232  
Fax: 330-345-7622  
Email: tesc\_jritchie@tccsa.net**

An Equal Opportunity Employer