

MINUTEMAN REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL  
LEXINGTON, MASSACHUSETTS

AN EQUAL OPPORTUNITY EMPLOYER

APPLICATION FOR SUPERINTENDENT-DIRECTOR

Personal Information:

Name \_\_\_\_\_ Home Phone \_\_\_\_\_

Address \_\_\_\_\_ Office Phone \_\_\_\_\_

\_\_\_\_\_ Cell Phone \_\_\_\_\_

city state zip

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

How may we contact you? ☐ at work ☐ at home ☐ by e-mail ☐ by cell phone

Certifications Held

Certification State

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Are you licensed as a superintendent-director in Massachusetts? ☐ YES ☐ NO

Are you eligible for licensure as a superintendent-director in Massachusetts? ☐ YES ☐ NO

If not, have you submitted an application for certification as a superintendent-director in Massachusetts?

☐ YES ☐ NO

Date of application: \_\_\_\_\_

Current School District Information:

Are you presently under contract to a school district? \_\_\_\_\_

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

Name of District \_\_\_\_\_

Position \_\_\_\_\_

**Academic and Professional Training:**

High School(s), Colleges, Universities Attended	Location	Degree

**Professional Experience:**

No. Years	Dates From/To	Position	School District

**Other Relevant Work Experience and Achievements:** Please include relevant experience with vocational and technical work.

**Memberships in or Collaborations with Professional Business or Trade Organizations:**

**Please provide links to all official websites, twitter handles, Instagram, facebook, youtube, and other social media accounts related to your listed professional experiences including LinkedIn and other professional pages.**

**References:**

Please list below the names and addresses of three persons who have knowledge of your professional competence and character, whom we may contact should you become a finalist.

Name

Address

Relationship

Phone Number

Name

Address

Relationship

Phone Number

Name

Address

Relationship

Phone Number

## Release of information:

Please check one box:

Upon request from the media, I ☐ do ☐ do not give permission to the school committee to release my resumé.

A complete application form includes the following:

- \_\_\_\_\_ 1. A completed and signed application form.
- \_\_\_\_\_ 2. An up-to-date resume.
- \_\_\_\_\_ 3. A copy of the candidate's Massachusetts superintendent-director license, or evidence that the candidate is eligible for licensure as a superintendent-director in Massachusetts and has submitted his/her application to the Department of Education.
- \_\_\_\_\_ 4. Evidence of highest degree earned (copy of diploma, license and/or certificate).
- \_\_\_\_\_ 5. Three recent letters of reference (within the past three years preferred) from persons **other than those listed on the previous page.**
- \_\_\_\_\_ 6. The Committee requests a personal statement describing your major accomplishments in educational leadership positions and the management skills you will bring to the position of Superintendent-Director at Minuteman Regional Vocational Technical High School.
- \_\_\_\_\_ 7. The Committee requests that you describe three recent innovations in your district or institution, whether they are successful, and your analysis of the reasons for their success or failure (2 pages maximum).
- \_\_\_\_\_ 8. The Committee is interested in your thoughts on developing the workforce in the next 5-10 years, and the implications for education and training (2 pages maximum).

All application documents listed above must be received via email on or before **November 12, 2021** at 3:00pm.

**Please note: MASC does not maintain an applicant file for use in future searches.**

**A new application and application materials listed are required for each search.**

I understand that, under the requirements of the Massachusetts Open Meeting Law, should I become a finalist, certain facts of my application will become public information and that the school committee may request a copy of my transcripts.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Email all information to Ann-marie Martin: [amartin@masc.org](mailto:amartin@masc.org)

For further information please contact Glenn Koocher at [gkoocher@masc.org](mailto:gkoocher@masc.org) (617-733-0497)

Please do not contact school committee members or members of the school administration.