

**Position Available**

**Superintendent  
of Schools**



**Cook County School District 154**

**Thornton, Illinois**

**May 2010**

## **Vacancy Announcement**

The Board of Education of Cook County School District 154 in Thornton, Illinois is accepting applications for the dual position of Superintendent/Principal.

## **The Application Procedure**

To be considered for this position, an applicant's file must be completed and received by the office of the Screening Committee by June 7, 2010 and contain:

1. A formal letter of application indicating your desire to be considered a candidate for the position of Superintendent of Schools for Cook County School District 154.
2. A personal information Form completed in full. This form can be downloaded from the school website. [www.wolcottschool.com](http://www.wolcottschool.com)
3. A complete set of up-to-date credentials sent to the screening committee from your university. Please note: the credentials should include transcripts of all academic work and closed, confidential letters of recommendation.
4. An up-to-date vita sheet or resume and if available, a listing of your accomplishments as an educational administrator.
5. Legal proof or other evidence showing qualifications to be a superintendent in the State of Illinois (copy of an administrative certificate with a superintendent endorsement).

Information regarding certification may be obtained by contacting the Illinois State Board of Education, Department of Accountability and Quality Assurance, Professional Preparation, 100 North First Street, Springfield, Illinois 62777. For a review of transcripts, send request or call (217) 782-2805 or (800) 845-8749. Out -of-state candidates should apply at once for the superintendent's endorsement in Illinois.

All letters of application, nominations, inquires, credentials, and copies of

legal proof of administrative qualifications should be mailed to:

Board of Education  
Superintendent Screening Committee  
Cook County School District 154  
200 North Wolcott St.  
Thornton, Illinois 60476

or for further information email:  
jpetrunaro@wolcottschool.com

### **The Screening Committee**

The screening committee shall consist of all members of the Board of Education of S.D. 154 who will carefully review each and every application keeping each applicant's name strictly confidential.

**Judy Petrunaro, Board President**  
**Brian Kolosh, Board Vice - President**  
**Robin Hawken, Board Secretary**  
**Doug Beckman, Board Member**  
**Paula Frezza, Board Member**  
**Dan McKay, Board Member**  
**Stephanie Wiedeman, Board Member**

### **Compensation**

It is anticipated that the compensation will be between \$90,000.00 - \$105,000.00 plus a full benefit package commensurate with qualifications and experience.

### **Person Needed**

The Board of Education of S.D.154 and the community it serves are committed to maintaining quality education in their school. The successful should be able to work cooperatively with the Board of Education and provide sound educational leadership.

Although no candidate can be expected to meet all qualifications fully, the Board is looking for someone who is:

A “hands on” professional whose primary concern is for all of the children of the District, who is committed to excellence, and who is a person of high integrity.

An educator experienced with suburban challenges and a proven record in successfully meeting those challenges.

A confident leader who will forge a strong partnership with the Board of Education and lead them in the completion of our long and short term goals.

A sound fiscal manager with the ability to manage resources wisely, with a commitment to maximize the utilization of resources and identify and secure new revenues.

A skilled communicator and listener who is responsive to the interests and needs of our students, staff, community and the school board.

An instructional leader who possesses a strong philosophy on school discipline and consistently and fairly administers discipline policies.

A proven educator with an understanding of current curricula and methods who keeps abreast of educational innovations and special education curriculum.

A visible, accessible, approachable leader who is committed to building mutual respect and trust among the community, the district, the staff and the board.

School District 154 is an equal opportunity employer.

## **The School District**

**District Type: Elementary K-8**

Location: Thornton is approximately 25 miles south of downtown Chicago, close to the Indiana state line. It is the home of the largest limestone quarry in the world. The elementary district feeds into Thornton Township High School District 205.

Student Population: Less than 300

**Certified Staff: 17, that includes an Assistant Principle and Special Education Coordinator**

**Non Certified Staff: 11**

**Number of Attendance Centers: One**

**Superintendent Search  
Personal Information Form**

To Be Considered An Applicant This Sheet Must Be Filled Out In Full

I am applying for the position of \_\_\_\_\_

Name \_\_\_\_\_ Address \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 E-Mail Address \_\_\_\_\_  
 Telephone Home( ) Office( ) Cell( )  
 Current Position \_\_\_\_\_ Type of District K-8 K-12 9-12  
 Student enrollment \_\_\_\_\_ Annual Budget \_\_\_\_\_ Number of  
 Professional Staff \_\_\_\_\_ Location \_\_\_\_\_ Population \_\_\_\_\_  
 (City & State- Closest Large City)

May we contact your present employer? Yes \_\_\_\_\_ No \_\_\_\_\_  
 If offered a position, will you agree to provide authorization for a pre-employment  
 medical exam? \_\_\_\_\_

**Educational Preparation - Beginning with the B.A.**

Degree	Year Received	School	City/State

**Educational Experiences to Date of Application (Include Current Position)**

From/To	Position	Salary*	Institution/Location	Student Enrollment

\*Salary Includes pension and benefit package

Illinois Administrative Certificate Registered: 61 \_\_\_ 75 \_\_\_ Other \_\_\_  
 In Process (Date) \_\_\_ Where: ISBE \_\_\_ Regional Superintendent \_\_\_

How did you learn of this vacancy? Advertisement \_\_\_ Other \_\_\_  
 Have you ever been found guilty, or plead guilty to any criminal offense? Yes \_\_\_ No \_\_\_  
 If yes, please list date, place and nature of offense: \_\_\_\_\_  
 Have you ever been denied tenure? Yes \_\_\_ No \_\_\_  
 Have you ever been dismissed from a teaching or an administrative position? If yes, please explain:  
 \_\_\_\_\_

I certify that the information given is true to the best of my knowledge and I give my authorization for you to contact any references I have provided and other individuals who have knowledge of my qualifications and work experience. Furthermore, I hereby hold such persons harmless for providing any information requested as part of my candidacy.

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