

## NOTICE OF VACANCY IN THE POSITION OF SUPERINTENDENT OF EDUCATION

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**Job Title:** Superintendent of Albertville City Schools

**Job Description:** The Superintendent serves as the chief executive officer of the Albertville City Board of Education. The Superintendent's duties include those prescribed for superintendents under the Alabama Code (§16-12-1, *et seq.*) and corresponding requirements and regulations established by the Alabama State Board of Education and the Albertville City Board of Education. The Superintendent is responsible for implementation of Board policies and its approved goals and objectives. The Superintendent oversees and directs the effective operation of the District, including the general administration of all instructional, business, and other functions. The Superintendent advises and makes recommendations to the Board of Education respecting such activities, including policies and procedures deemed appropriate to the attainment of District goals and legal compliance. The Superintendent provides effective leadership for the District and maintains clear and consistent lines of communication with the Board, central office and school leadership teams, all District employees, parents, students, media and other stakeholders.

**Required  
Qualifications:**

- General fitness and character appropriate to the position;
- Degree from a recognized four-year college or university;
- Certification or eligibility for certification in administration and recognized ability as a school administrator;
- A minimum of five years successful experience in and general knowledge of public school administration;
- Such other minimum qualifications as may be established by statute or the State Board of Education;
- The applicant must be able to begin employment no later than January 01, 2018.
- The successful candidate will be required to reside in Albertville. The Superintendent's school-age children are expected, but not required, to attend Albertville City Schools unless there are extenuating circumstances.

**Desired Traits** : The Albertville City Board of Education is seeking a leader with strong interpersonal and leadership skills to manage the system effectively and efficiently. A doctorate is preferred, but not required. Experience as a principal is preferred, but not required. Desired traits include:

- Strong organizational and leadership skills;
- Strong financial management skills and experience;
- Demonstrated ability to work with people who have varying backgrounds and interests;
- Ability to delegate effectively;
- Good character, high moral standing, and personal integrity;
- Ability to communicate effectively with the Board, elected officials, District personnel, parents, students, media and other stakeholders;
- Commitment to long range planning;
- Analytical and problem solving expertise and skill at making data-driven decisions;
- Ability to evaluate personnel and programs effectively.

**Salary Range** : The minimum salary for the position is \$125,000.00 plus benefits, but is negotiable based on the successful candidate's experience and proven track record of success.

**Application Information** : The applicant is requested to print, sign and submit an application on the approved form (available at [www.albertk12.org](http://www.albertk12.org)) with a cover letter, resume, and at least four professional references by e-mail to: [Albertville.Superintendent@LanierFord.com](mailto:Albertville.Superintendent@LanierFord.com)

or by mail to:

**Albertville City Superintendent Search  
c/o Lanier Ford  
2101 West Clinton Ave., Suite 102  
Huntsville, Alabama 35805**

**In addition, a verified transcript from the institution that granted the applicant's highest degree must be requested by the applicant and sent directly by regular mail or by e-mail to:**  
[Albertville.Superintendent@LanierFord.com](mailto:Albertville.Superintendent@LanierFord.com)

For additional information, please contact Woody Sanderson at (256) 535-1100, or [WWS@LanierFord.com](mailto:WWS@LanierFord.com).

**DEADLINE FOR APPLYING: ALL APPLICATIONS FOR THE POSITION MUST BE RECEIVED IN THE OFFICE OF LANIER FORD BY THE CLOSE OF BUSINESS 5 P.M. CENTRAL DAYLIGHT TIME ON JUNE 26, 2017. APPLICANTS ARE *STRONGLY* URGED TO PERSONALLY VERIFY TIMELY SUBMISSION OF THEIR APPLICATION MATERIALS.**

**Posting of Notice:** This notice is made, published and posted all in accordance with Title 16-12-1, *Code of Alabama, 1975*; Title 16-22-15, *Code of Alabama, 1975*. This notice shall be posted at [www.albertk12.org](http://www.albertk12.org) and in a conspicuous place by the Principal of each of the six schools, in District work areas/sites and at the Central Office of the Board of Education located at 107 West Main Street in the City of Albertville, Alabama at least thirty (30) calendar days before the position is to be filled. The Albertville City Board of Education is an equal opportunity employer.

**Timeline:** The Board of Education has established an anticipated timeline for the search to fill the Superintendent position. The timeline is attached to this notice and also may be found at [www.albertk12.org](http://www.albertk12.org)

**Background Check Required:**

A background investigation is required for consideration for this position. These investigations may include, but are not limited to, an analysis of public and private documents, contact with former employers and verification of employment, education and credentialing, information from background check providers, contact with professional references, and other pertinent information. Your signature on the application is authorization for Albertville City Schools, its legal counsel, and his agent, The MOSES GROUP, LLC to conduct a background investigation as described above including a credit history report. Your signature on the application is your acknowledgment that information revealed from the background investigation may be used for determining eligibility and qualification for pre-employment consideration and for continued employment if hired. Any information gathered will be provided to Applicant by Lanier Ford upon written request in accordance with the Fair Credit Reporting Act (FCRA).

**The Albertville City Board of Education reserves the right to waive nonmaterial defects or discrepancies in applications; to verify, clarify, or obtain additional information regarding applicants, including relevant background information; and to consider qualified candidates who have not participated in the formal application process described above.**

## **Description of Town of Albertville**

Albertville, Alabama sits in the heart of Sand Mountain in rural North Alabama. The latest information from the US Census Bureau 2010 Census, Population & Housing Density indicates that the 2010 population of Alabama was approximately 21,260. At that time, 72% of the population was made up of persons not of Hispanic or Latino origins and 28% of the population was made up of persons of Hispanic or Latino origin. The poultry industry makes up the four largest employers in Albertville with approximately 3,716 employees. The Albertville School System is the fifth largest employer with approximately 600 employees.

## **Description of Albertville City Schools**

Albertville City Schools became a separate school system in 1985, with approximately 2,500 students in grades K-12. Since that time, we have experienced a steady increase each year to reach our current student population of 5,200 students in grades K-12. This number does not include the students who participate in our Pre-Kindergarten Program, which has grown to six classrooms - four funded by The Office of School Readiness and two funded by the Migrant Education Program. The Albertville City School District receives approximately 3.7 million dollars in Federal Funds through Title I, Title I-Part C, Title II, Title III, Title IV, and IDEA. The Federal money received is used to supplement our State Foundation Program amount of 28.5 million. Each school in our district operates as a Title I School-Wide program. Beginning in the Fall of 2014, we began participating in the Community Eligibility Program operated by the Child Nutrition Program, which allows us to serve every student two meals a day free of charge. Our district is committed to providing the best educational opportunities for all students. Our purpose statement is "The Albertville Advantage: A Superior Education Today, Tomorrow, Together."

## **Community Support**

Albertville City Schools is an integral part of the Albertville community, receiving a broad range of support as well as opportunities for collaboration in areas which make both our community and also our school system stronger. Community stakeholders have been engaged through many collaborative events, and also through their involvement in the Albertville City Schools Foundation, which operates under the direction of a board of directors comprised of community members. The ACS Foundation has been in place since 2003 and provides support to enhance the school system's programs by offering teacher grants, student scholarships, and monetary and mentor support for students in need to participate fully in the school experience.

## **School Campuses**

The following schools make up the Albertville City School District: Big Spring Lake Kindergarten School with 475 students, Albertville Primary School (grades 1-2) with 1098 students, Albertville Elementary School (grades 3-4) with 877 students, Evans Elementary School (grades 5-6) with 809 students, Albertville Middle School (grades 7-8) with 752 students, and Albertville High School (grades 9-12) with 1329 students. Albertville High School houses the 9<sup>th</sup> graders in the Freshman Academy. All buildings have been completely modernized within the last 6 years. Each building is completely wireless and equipped with up-to-date technology. Albertville Middle School went through a complete remodel after the 2010 tornado caused extensive damage to the campus. The same tornado devastated the campus of Albertville High

School, which was undergoing a building program. As a result of the building program, a brand new multi-million-dollar facility opened its doors in the Fall of 2010. The campus consists of a Fine Arts Center, a main academic building, three gymnasiums, a freshman academy, AgriScience Building, athletic fields for football, softball, soccer, track and baseball, and a practice field for the band.

To learn more about Albertville City Schools, visit:

Website: [www.albertk12.org](http://www.albertk12.org)

Facebook: [www.facebook.com/AlbertvilleSchools](http://www.facebook.com/AlbertvilleSchools)

Twitter: @AvilleCityBOE

Aggie Vision: [www.aggievision.com](http://www.aggievision.com)

To learn more about the Town of Albertville, visit [www.cityofalbertville.com](http://www.cityofalbertville.com)

**Albertville City Schools**  
**Superintendent Search Timeline**

May 16, 2017	BOE approves Notice of Vacancy and Superintendent Search Timeline and Process
May 17	Notice is posted
May 17 – June 26	Applications received
June 26	Notice period closes – Deadline for receipt of applications
June 26 – July 11	Field of Applicants narrowed to finalists
July 18	BOE meeting – announce finalists
July 19 – July 31	Finalist Interviews
August 2	BOE meeting to appoint Superintendent (called Board meeting)