

## The Application Process

To be considered for the Eastern Suffolk BOCES District Superintendent position, please complete and sign the application form and provide the following:

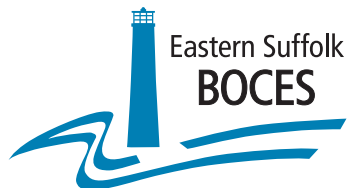
- A letter of intent emphasizing your abilities and reasons for interest in the open position
- An up-to-date resume
- Answers to the essay questions listed on the application
- A copy of your current New York State School District Administrator or School District Leader certificate, or evidence that one is obtainable
- Your university placement file and/or official graduate transcripts
- Three references sent by the references themselves
- Any other information you feel is relevant to your qualifications for this position

Send all application materials to:

Mr. Raymond Fell, Search Consultant  
Eastern Suffolk BOCES  
P.O. Box 454  
Medford, NY 11763

## Search Timetable

Application Period Opens .....	February 5, 2012
Application Deadline .....	March 2, 2012
First Interviews .....	March 12, 2012
Second Interviews .....	March 26, 2012
Appointment Announcement .....	April 30, 2012
Employment Begins .....	July 1, 2012



## The Eastern Suffolk BOCES Mission

Eastern Suffolk BOCES, an educational cooperative of 51 Long Island school districts, provides educational leadership, direct instruction, management and support through quality, cost-effective instructional programs and shared services. These programs and services maximize educational and career opportunities for Long Island's diverse community of lifelong learners, both children and adults, and enhance the operational effectiveness of its schools.

## Middle States Accreditation

Eastern Suffolk BOCES was the first educational service agency in the nation to be accredited and re-accredited by a regional accrediting association (Middle States Association of Colleges and Schools). Accreditation was awarded pursuant to the "Accreditation for Growth" (AFG) protocol. The BOCES is heavily invested in this effort and will expect the new District Superintendent to be familiar with and supportive of this initiative.



Eastern Suffolk BOCES Board and Administration

### President

Lisa Israel

### Vice President

Sandra Townsend

### Member and Clerk

Fred Langstaff

### Members

Pamela Bethel	Susan Lipman
Walter Wm. Denzler, Jr.	Joseph LoSchiavo
Stephen Dewey, Ph.D.	Anne Mackesey
Chris Garvey	William K. Miller
Katherine J. Heinlein	Jeffrey Smith
William Hsiang	John Wyche

### Chief Operating Officer

Gary D. Bixhorn

### Deputy Superintendent

Julie Davis Lutz, Ph.D. – Educational Services

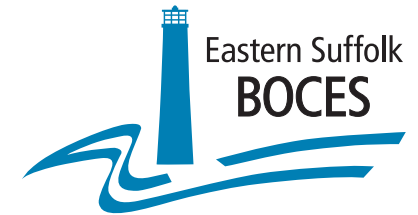
### Associate Superintendent

Barbara M. Salatto – Management Services

### Assistant Superintendent

R. Terri McSweeney, Ed.D. – Human Resources

Eastern Suffolk BOCES does not discriminate against any employee, student, applicant for employment, or candidate for enrollment on the basis of gender, race, color, religion or creed, age, national origin, marital status, disability, sexual orientation, military or veteran status, domestic violence victim status, genetic predisposition or carrier status, or any other classification protected by Federal, State, or local law. For further information or concerns regarding this statement, please contact the Eastern Suffolk BOCES Department of Human Resources at (631) 687-3029.



Educational Services That Transform Lives

# An Invitation to Apply for the Position of District Superintendent of Eastern Suffolk BOCES

Suffolk County  
Long Island, New York

[www.esboces.org](http://www.esboces.org)

## Announcement/Position

The Eastern Suffolk Board of Cooperative Educational Services (BOCES) is seeking an individual to serve as District Superintendent in the First Supervisory District of Suffolk County. The Supervisory District encompasses 51 component school districts.

The District Superintendent will serve as the local representative of the State Commissioner of Education by assisting local school districts in the implementation of the New York State Education Law and the interpretation of the Commissioner's Regulations and rules of the Board of Regents. The Commissioner may direct special assignments to the District Superintendent.

The District Superintendent will support the Chief Operating Officer's efforts to assure that programs and services provided by the BOCES agency are of outstanding quality and meet student as well as school district needs.

Compensation, salary, and benefits for this position shall be determined by the Board on the basis of experience, training, and other leadership positions but limited by the provision of the New York State Education Law which has set specific salary and benefit limits.

## Qualifications

**Leadership.** Must possess a leadership style that encourages an active and ongoing dialogue regarding the needs of the component school districts as they relate to the State Education Department. Must be able to interact with a highly motivated group of component school district superintendents and work with component school boards.

**Management.** Must have the ability to work collegially with the Eastern Suffolk BOCES Chief Operating Officer with regard to the management of agency programs and services.

**Boards and Components.** Must be able to communicate and advise boards of education and superintendents about the activities of the Commissioner's office, the Board of Regents, and the Federal Department of Education. Must be capable of understanding the concerns and needs of local districts and transmitting these to the State Education Department. Must have a demonstrated ability to respect the needs as well as the contributions of all individuals who serve or are served by BOCES.

**Ethical Judgment.** Must demonstrate the highest level of ethical judgment and professionalism relative to the responsibilities of the District Superintendent.

**Communication.** Must have the ability to communicate effectively in written and spoken language. Must be positive, precise, and persuasive. Must be a good listener. Must have the ability to gather information and synthesize pertinent data.

**Statesmanship.** Must be self-confident with a dignified public persona. Must be eloquent as well as succinct.

**Finance.** Must have the ability to understand short- and long-term financial strategies and procedures that make the best use of local, state, and federal resources.

**Experience/Education.** The District Superintendent must be an individual who has been an effective administrator. New York State certification as a School District Administrator or School District Leader is required. Knowledge of New York State Education Law and Commissioner's Regulations are required.

## Candidate's Profile

The Eastern Suffolk BOCES Board is seeking a highly qualified individual who:

- Has familiarity and/or experience with an educational service agency (ESA), as a central office administrator in an ESA or as a superintendent or assistant superintendent in a school district
- Understands issues related to the BOCES delivery system and possesses knowledge of education law, regulations, and interpretive decisions
- Is able to represent the BOCES and its component school districts through his/her interaction with government officials, the Commissioner of Education, the Board of Regents, and the State Education Department
- Understands the significance of strategic planning and can work in an agency that adheres to a plan
- Communicates effectively with the Board and staff
- Works closely with the superintendents and board members of the component school districts within the BOCES and provides assertive leadership to component superintendents
- Is trustworthy, self-confident, respected, and sensitive to cultural diversity issues
- Has excellent managerial, organizational, marketing, and people skills
- Can work in a close relationship with the Eastern Suffolk BOCES Chief Operating Officer
- Must be a child advocate

## About the Region

The BOCES region, which extends from the Town of Islip in the west (less than 50 miles from midtown Manhattan) to Montauk and Orient Points in the east, offers a diverse array of cultural, educational, and recreational opportunities.

Numerous institutions of higher learning, such as Stony Brook University, and research institutions, such as the Brookhaven National Laboratory, are within the region. The natural beauty and recreational opportunities of Long Island's beaches draw visitors from around the world.

The diversity of Suffolk County ranges from suburban communities to agricultural regions. Economic, racial, and ethnic diversity are also characteristics of the region and the students of the component school districts.

Eastern Suffolk County is an ideal place to live, to raise a family, and to work as an educator. The region offers a wide array of museums, historical sites, lighthouses, art galleries, performing arts, aquariums, nature preserves, vineyards, zoos, observatories, water parks, golf courses (125 public and private courses), festivals, fairs, and world-class sporting events.

## About the BOCES

Career Education Enrollment.....	1,924
Special Career Education Enrollment.....	477
Special Education Enrollment.....	1,638
Adult Education Enrollment.....	6,240
Component School Districts.....	51
Component Enrollment.....	171,668
Square Miles.....	924
Employees.....	2,100
Management Services — Participating Districts.....	130
Education and Information Support Services — Participating Districts.....	118

*Statistics above are based on the 2010-11 school year as of 6/30/11.*

Applicants are requested not to make personal contact with members of the Eastern Suffolk BOCES Board except as they may be requested to do so.