

# McMullen County Independent School District

## An Invitation to Apply for Superintendent of Schools

The McMullen County Independent School District Board of Trustees is accepting applications from individuals wishing to serve as the Superintendent of Schools.

McMullen County I.S.D. is a small Class A school with an enrollment of 260 students, pre-kinder through 12th grade. The District is composed of 1,159 square miles, with the school located in Tilden, the county seat. High academics and extracurricular success are exhibited in the classroom and in competition through Academic UIL, athletics, and agriculture.

The campus is near the intersection of State Highways 16 and 72 in the north central part of the county, approximately 65 miles south of San Antonio and 85 miles northwest of Corpus Christi.

The District is a Chapter 41 School with a Superior FIRST Rating, strong fund balance, and Educational Foundation.

## DESIRED QUALIFICATIONS

The Superintendent is accountable to the Board of Trustees, which expects the Superintendent to be the educational leader of McMullen County I.S.D. The Superintendent works closely with the Board of Trustees to develop and implement policies and programs designed to carry out the District's mission. Following is a list of the desired qualifications and characteristics for the Superintendent:

- Hold a valid Texas Superintendent Certificate or be eligible for a temporary certificate.
- An educator with experience as a teacher and campus administrator.
- Strong, loyal leader with integrity, honor, trustworthiness, high moral standards, and values.
- Decisive hands-on leader with the ability to effectively delegate tasks and responsibilities, and make informed decisions in the best interest of all programs, students, and staff.
- Supportive, approachable and listens to staff and community concerns, as well as highly visible in the community and District.
- Able to work in partnership with the Board of Trustees and build a climate of candor, mutual trust, and cooperation.
- STRONG knowledge of public school finance, effective financial management, and planning with all District stakeholders to insure the long-term success of the District.

## Application File Should Include:

- Letter of Interest
- Current Resume
- Three Letters of Reference
- College University Transcripts
- Copy of Certification(s)

## How to Apply:

A complete application can be found online at [www.mcisd.us](http://www.mcisd.us)

Application packets should be mailed to:

**McMullen County I.S.D.**

**Board of Trustees**

**Attn: Dave Underwood, Superintendent**

**P.O. Box 359**

**Tilden, TX 78072**

Email Applications To:  
[dunderwood@mcisd.us](mailto:dunderwood@mcisd.us)

Please call to confirm application was received if by email.

All applications will be treated confidentially and only the Lone Finalist will be revealed. The final selection and appointment is the sole responsibility of the Board of Trustees. All personnel of the McMullen County Independent School District are employed without regard to race, color, religion, sex, disability, age, or national origin.

## Conditions of Employment

### Salary

- Negotiable-Competitive

### Benefits

- Medical Insurance (Same for All Employees \$645/month currently)
- \$50,000 Term Life Policy
- Partial Matching 403B (Same for All Employees)
- District Housing Available
- Others Negotiable

### Travel Expenses

- Lodging and Meals
- Conference Registration Fees
- Others Negotiable

### Professional Dues

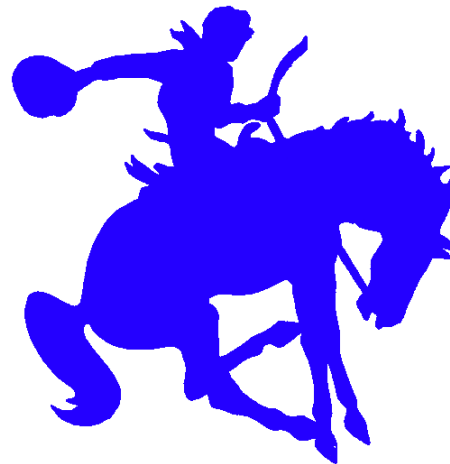
- Negotiable

### Requirements

- Criminal History Check
- Fingerprinting
- District Residency

## Timeline (Subject to Change)

- **Third Week of April:** Post Position on all available websites and publications and mail out brochures.
- **May 15:** Deadline for All Applications
- **Mid May:** Board Meeting to Review and Nominate Candidates
- **Mid/Late May:** Round One Interviews
- **Early June:** Round Two Interviews
- **Mid June:** School and Community Visits
- **Mid/Late June:** Lone Finalist Announced; Begin 21-Day Window
- **Early July:** Board Meeting to Employ Superintendent
- **August 1:** Date to Assume Office



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**901 River Street**

**P.O. Box 359**

**Tilden, TX 78072**

**Phone 361-274-2000**

**[www.mcisd.us](http://www.mcisd.us)**