



COFFEE COUNTY SCHOOL SYSTEM

Superintendent Search

APPLICATION DEADLINE: May 28, 2021



Coffee County Board of Education



New Brockton Elementary School



New Brockton High School



Zion Chapel School



Kinston School

The Search for a Superintendent

The Coffee County Board of Education is seeking to identify highly-qualified candidates for the position of Superintendent. Candidates must be committed to upholding the standards of excellence which characterize the Coffee County School System. The minimum annual salary is \$118,000. Salary is negotiable based on relevant experience. The selected candidate will transition into the position during August 2021 with employment as Superintendent to begin on September 1, 2021.

Required Qualifications

The superintendent serves as the chief executive officer of the Board of Education and is responsible for carrying out all Board policies. Candidates are required to meet the qualifications of Superintendent under Alabama law.

- Holds an Alabama Certificate in administration and supervision based upon requirements established by the State Board of Education for such certificate;
- Has had not less than five years of experience in public school work;
- Have three years of successful educational experience as a teacher, principal, supervisor, superintendent, educational administrator or instructor in school administration during the five years preceding appointment;
- Hold a degree from an accredited four year college or university and be knowledgeable in school administration;
- The superintendent shall possess or be eligible to obtain an Alabama Superintendent Certificate.

Desired Qualities

- Prior experience as a school principal and five years of administrative experience, preferably in a K-12 setting;
- Skills in group dynamics and instructional leadership;
- Strong knowledge of school finance and the ability to manage fiscal resources;
- Knowledge and ability to manage facility construction projects;
- Ability to view all aspects of issues and deal fairly when views differ;
- Knowledge of educational research and methods of research;
- Expertise in dealing with federal and state programs, administration, personnel, and curriculum;
- Ability to communicate effectively; have strong interpersonal and listening skills;
- Good character, high moral standing and integrity;
- Other qualifications the Board deems necessary and proper.

The Coffee County School System

The mission of the Coffee County School System is to provide its students with the skills necessary to become well-rounded citizens in the 21st century. The Coffee County School System is dedicated to serving the needs of the individual student in a safe, secure environment with a challenging curriculum. The system is proud that it is small enough for a personal touch, while maintaining its position as a leader among school systems in Alabama in developing positive changes that will impact student achievement throughout the state.



A leader in innovation and competitive grants, the Coffee County Board of Education has implemented programs to ensure the advancement of the curriculum and opportunities for learning.



Coffee County Schools include four Title 1 School-wide projects. The growing school system is proud of the levels of achievement as demonstrated by its students' test scores.



Extracurricular activities augment Coffee County Schools' excellent academic curriculum. All high school students may participate in a variety of course offerings on campus and through strategic partnerships with local community colleges and other local schools.



The Community

Coffee County is located in southeast Alabama in an area known as the Wiregrass. The county's 52,342 residents enjoy the finest qualities of small town and rural life in a rapidly growing regional trade center.

An important element of the community is the U.S. Army's Ft. Rucker, which serves as a major military training post. The strong local support for the Coffee County Schools is an indication of the satisfaction of the residents in the high quality education the students receive.

The area's business community is tied to diversified industry agriculture and Ft. Rucker. The incorporated towns within the county are Elba, Enterprise, Kinston and New Brockton.

Location

To Dothan	40 Miles
To Montgomery	75 Miles
To Florida Coast	100 Miles
To Birmingham	180 Miles



Facts and Figures

Finance

2020-2021 Budget \$25,481,890

- Receives 17 mills in property tax
- Shares a countywide sales tax
- S & P Global Rating: AA-
- 4.98 Monthly Operating Balance
- \$14M Series 2020 Tax Warrant for capital projects

Personnel

Certified	167
Non-Certified	73

Schools

PreK-12 Schools	2
Elementary School (PreK-6)	1
High School (7-12)	1

Enrollment

K-12 Students	2,448*
Pre-K Students	90
Free/Reduced	54%
Paid	46%

*10% increase within the last 3 years

Selection Process

A preliminary Statement of Interest on a form provided by the Coffee County Board of Education, supporting documents and an official transcript must be delivered to the office of the Board attorney no later than May 28, 2021. The Statement of Interest should be sent to the following address:

**Coffee County Board of Education
Superintendent Search
Marsh & Cotter, LLP
ATTENTION: James Tarbox
P.O. Box 310910
Enterprise, AL 36331-0910**

By agreement of the Coffee County Board of Education, the attorney will review the credentials and background of the persons who submit a Statement of Interest and relevant attachments. Following this initial process, the attorney will identify those applicants who meet the criteria established by the Coffee County Board of Education to become candidates for the position.

Before any person is certified to the Board as a candidate, that person will be contacted to ascertain that he or she continues to have an interest in the vacant position and wishes to become a candidate. Unless a person is certified to the Board as a candidate, all file materials regarding that person will remain in possession of the attorney and will not be furnished to the Board. If a person is, with his or her permission, certified to the Board as a candidate, all file materials will be submitted by the attorney to the Board as a candidate and will become Board property. State law may require that such materials be made available for public inspection. The Board may interview multiple candidates for the position. State law requires that these interviews be conducted in a publicly noticed meeting or work session. The Board will make the final selection decision. All files must contain an official transcript sent directly from the institution that granted the highest degree.

For additional information, contact Mr. James Tarbox, Board Attorney at 334-347-2626, or Mrs. Kendra Thomas, Board Secretary, at 334-897-5016.

Coffee County Board of Education

Brian McLeod, Chairman

Galen McWaters, Vice-Chairman

Mike Bailey, Member

Sherry Eddins, Member

Wendy Massey, Member

Brandi Carr, Member

Eric Payne, Member