



SCHULENBURG ISD

Schulenburg ISD Superintendent Search Announcement

Texans for Excellence in Education (TEE) Executive Search is excited to partner with the Schulenburg ISD Board of Trustees in the search for an outstanding educational leader to serve as the district’s next superintendent. The application deadline is **March 28, 2025**. Applications are submitted via the TEE Executive Search [website here](#). TEE President John Petree is leading the search and can be contacted at john.petree@texansforexcellence.org. Candidates are prohibited from contacting board members.

District Profile

Schulenburg ISD is a proud, student-focused district located in Schulenburg, Fayette County, Texas. The district is committed to academic excellence, strong community partnerships, and fostering a culture that supports the success of all students. With a rich tradition of educational achievement and extracurricular success, Schulenburg ISD serves a diverse student population and is dedicated to preparing students for college, career, and life beyond the classroom.

Schulenburg ISD operates **one elementary school, one junior high school, and one high school**, serving approximately **600 students**. The district enjoys strong community support and maintains high standards for student performance, teacher quality, and financial responsibility.

Selection Timeline

Timeline is subject to change based on the needs of the Schulenburg ISD Board of Trustees.

Activity	Date
Finalization of timeline, selection criteria & Job Posting	February 25 – 28, 2025
Community Involvement Survey	March 3 – 21, 2025
Application Deadline	March 28, 2025
Review of Applications	TBD: Week of March 31 – April 4, 2025
Initial Interviews	April 7, 8, 9, 2025
Second Round Interviews and vote to name the Lone Finalist	April 14, 2025
Vote to Hire	May 6, 2025

Additional Information

Schulenburg ISD is an equal opportunity employer and does not discriminate based on race, color, religion, sex, national origin, disability, or age. The district is seeking a visionary leader who will continue to build upon its successes and lead the district toward a bright future.

For more information about Schulenburg ISD, please visit [Schulenburg ISD Website](#).



Schulenburg ISD Superintendent Job Description

JOB TITLE: Superintendent

QUALIFICATIONS AND REQUIREMENTS

- A minimum of a master's degree in education, Educational Leadership, or a related field.
- SBEC Superintendent certification.
- Extensive experience in educational leadership roles
- Strong knowledge of educational policies, laws, and regulations.
- Exceptional interpersonal and communication skills.
- Proven ability to lead, manage, and inspire a diverse team of educators and administrators.
- Strong financial management skills.
- Demonstrated commitment to student achievement, equity, and community engagement.

JOB SUMMARY

The Superintendent plays a pivotal role in the efficient and effective operation of the school district. This position requires a visionary leader who can collaborate with the school board, educators, parents, and the community to ensure the delivery of high-quality education. The Superintendent oversees all aspects of the school district, including administration, curriculum development, personnel management, and budgetary control.

RESPONSIBILITIES AND DUTIES

1. Strategic Leadership:

- Collaborate with the school board to set and execute district policies, goals, and objectives.
- Develop and implement the district's strategic plan, vision, and mission.
- Foster a culture of continuous improvement and innovation in education.
- Monitor and evaluate progress toward Board established strategic goals and adjust strategies as needed.

2. Personnel Management:

- Oversee the recruiting, hiring, and evaluation of district staff, including principals, teachers, and support personnel.
- Oversee the development and implementation of professional development programs.
- Ensure compliance with labor laws.
- Oversee professional development and training opportunities for all employees.
- Manage or delegate the oversight of personnel issues, including disciplinary actions and terminations.



3. **Academic Excellence:**

- Oversee curriculum development, assessment, and instructional programs.
- Promote a culture of academic excellence and student success.
- Implement data-driven decision-making processes to enhance academic outcomes.

4. **Financial Management:**

- Develop and manage the district's annual budget.
- Monitor financial performance and ensure fiscal responsibility.
- Ensure timely and accurate budget presentations for the Board and community.
- Ensure transparency and accountability in financial reporting.
- Seek and secure additional funding opportunities, grants, and partnerships.

5. **Community Engagement:**

- Build positive relationships with parents, community organizations, and local stakeholders.
- Promote transparency and open communication with all stakeholders.
- Advocate for the district's needs at the local and state levels.
- Represent the district at community events and meetings.
- Build partnerships that enhance educational opportunities for students.

6. **Compliance and Legal Matters:**

- Ensure compliance with federal, state, and local educational laws and regulations.
- Address legal issues and challenges that may arise within the district.
- Work with legal counsel to interpret and apply relevant laws.
- Develop and implement policies and procedures that promote compliance.
- Keep accurate records and documentation related to legal matters.

Professional Ethics

Adhere to the ethical standards and code of conduct for educators as outlined by the Texas Education Agency (TEA) and local board policy.

District Culture and Values

The Superintendent is responsible for representing the district culture and values as defined by the Board of Trustees.

Reporting Structure

The Superintendent reports to the Board of Trustees.

Responsibilities of Supervision

The Superintendent is responsible for ensuring proper supervision of all district employees.



Physical and Mental Demands

1. Physical Demands:

- **Extended Hours:** Superintendents often work long hours, including evenings and weekends, to attend meetings and events and handle administrative tasks. This can be physically exhausting and require stamina.
- **Mobility:** Superintendents move around the school campuses or district offices frequently, which can involve walking or even running in case of emergencies.
- **Public Speaking:** Public speaking is a significant part of the job. Superintendents must address various stakeholders, including board members, staff, students, parents, and community members, which can be physically demanding due to the energy required for effective communication.
- **Crisis Management:** Dealing with crises or emergencies, such as school safety incidents or natural disasters, may require physical presence on-site and staying calm under pressure.
- **Travel:** Superintendents will travel to attend meetings, conferences, and other district-related events, frequently traveling in the area and state-wide.
- **Emergency Response:** All school district personnel should be prepared to respond to emergencies, which may involve physical activities such as evacuating a building, administering first aid, or assisting in crises. All school district staff are responsible for providing a safe learning environment for students.

2. Mental Demands:

- **Decision-Making:** Superintendents are responsible for making critical decisions that impact students, staff, and the community. These decisions can be mentally taxing, requiring sound judgment and the ability to handle ambiguity.
- **Problem-Solving:** Superintendents must address various challenges and problems within the school system, from academic issues to budget constraints. Practical problem-solving skills are essential.
- **Leadership:** Leading a team of educators and staff members requires strong leadership skills, including the ability to inspire, motivate, and manage conflicts.



- **Stress Management:** The role can be highly stressful, especially when dealing with contentious issues, parent concerns, or budgetary constraints. Superintendents need effective stress management strategies.
- **Communication:** Effective communication is crucial for building relationships with stakeholders, resolving conflicts, and ensuring the smooth operation of the school or district. This includes active listening and empathetic communication.
- **Adaptability:** Education is an evolving field with changing policies and technologies. Superintendents must adapt to these changes.
- **Accountability:** Superintendents are accountable for the performance of the school or district. They must set goals, measure progress, and take responsibility for outcomes.

Work Location

Primary work location will be the District Administration Building.

Salary

Competitive salary to commensurate with experience and qualifications.

According to the Fair Labor Standards Act, this job is classified as 'exempt'.