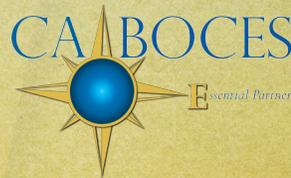


*Announcement of Vacancy*  
 for  
**District**  
*Superintendent and*  
**Chief Executive Officer** of the  
 Cattaraugus-Allegany

BOARD OF COOPERATIVE EDUCATIONAL SERVICES



*Core Values*



*To have highly satisfied customers*

*To treat all individuals with respect*

*To provide an environment of innovation and risk*

## MISSION STATEMENT

*To enhance the quality of education through shared resources.*

## BOARD OF EDUCATION

Susan Potter, President (2015)  
 Robert Keenan, Vice President (2013)  
 Maxine Dowler (2013)  
 Brian Eaton (2014)  
 Gilbert Green (2013)

Charles Joyce (2014)  
 Dr. Heinke Lillenstein (2015)  
 Louis Nicol (2015)  
 Brad Sande (2014)

## THE POSITION

The Board of Cooperative Educational Services of Cattaraugus and Allegany Counties, in concert with the Commissioner of Education of the State of New York, invites applications for the position of District Superintendent and Chief Executive Officer.

The District Superintendent serves as the liaison of the New York State Education Department to 22 public school districts within Cattaraugus, Allegany, Erie, and Wyoming Counties. In this state role, the District Superintendent supports the implementation of State Education Law, the policies of the State Board of Regents, Commissioner's regulations, and attends to special assignments at the request of the Commissioner. The District Superintendent is considered a state employee and reports to the Deputy Commissioner for Elementary, Middle, Secondary, and Continuing Education.

As Chief Executive Officer of Cattaraugus-Allegany BOCES, the District Superintendent is responsible for providing leadership to school districts within the supervisory district. In this capacity, the District Superintendent plans, administers, supervises, and evaluates the regional support services and educational programs provided by the BOCES at the request of its 22 component school districts. In addition, the District Superintendent assists the component school districts in the recruitment and selection of school superintendents as needed.

The Chief Executive Officer of the Cattaraugus-Allegany Board of Cooperative Educational Services is accountable to a 9-member board of education.

## THE APPLICATION PROCEDURE

**A completed application packet should include the following:**

- |   |                        |
|---|------------------------|
| 1) Letter and Resumé  | 2) Application         |
| 3) College Placement Folder   | 4) Four (4) references |
| 5) Copies of administrative certification(s) and transcripts, if not part of the College Placement Folder |                        |

**Timeline:**

Deadline for application submission:  
 February 15, 2013  
 Preliminary interviews conducted:  
 February 26 - March 1, 2013

**Materials should be sent to:**

Dr. Clark Godshall  
 Search Consultant  
 Orleans/Niagara BOCES  
 4232 Shelby Basin Road  
 Medina, NY 14103  
 1-800-836-7510, Ext. 2201  
 Email: [cgodshall@onboces.org](mailto:cgodshall@onboces.org)

Applicants are not to contact members of the Cattaraugus Allegany BOCES Board of Education, any member of the staff or the State Education Department. All inquiries must be directed to Dr. Godshall at the address above. All applicants will be held in the strictest confidence.





## THE CANDIDATE

The successful candidate has:

- strong academic preparation with a high level of knowledge and experience regarding issues affecting education in New York State;
- successful teaching and administrative experience, preferably in a series of administrative positions with growing responsibilities (SDA or SDL required);
- experience in collective bargaining negotiations;
- knowledge of the education laws, rules, and regulations of New York State, together with knowledge of the educational requirements, standards, assessment processes, and educational finance procedures of the State.

Additional qualities and competencies:

- a high degree of personal and professional integrity;
- a commitment to the concept of shared services, inter-district cooperation and the principles of an educational service agency, evidenced by a demonstrated record of cooperation with BOCES;
- an ability to articulate a clear and concise vision of personal and organizational objectives within the framework of a value structure which will command the respect of all constituents within the supervisory district;
- an ability to provide guidance and support to component school boards and superintendents;
- an interest in all student populations;
- a thorough knowledge of educational process and practices with demonstrated support for student achievement of the New York State Learning Standards;
- strong support for the application and use of technology;
- being a continuous learner who models this belief and habit for others;
- being an innovative leader whose vision for education will successfully position this BOCES for continued and future success;
- a willingness to work towards solutions collaboratively with the ability to delegate effectively and to lead by example;
- an ability to deal appropriately with emerging educational and governmental changes;
- a commitment to responsible fiscal management and budgeting;
- an ability to work successfully with community agencies, local businesses and industries; and
- evidence of ability to conform to the Core Beliefs of CA BOCES which are: to have highly satisfied customers, to treat all individuals with integrity, and to provide/contribute to an environment that supports innovation and risk.

## TERMS OF EMPLOYMENT

The annual salary of the District Superintendent of Schools in New York State is received from two sources — the New York State Education Department and the local BOCES. The salary will be based in accordance with New York State Education guidelines. Benefits are those of confidential/managerial level employees of the New York State Education Department.

As specified in New York State Education Law, District Superintendents of Schools are appointed by the Board of Cooperative Educational Services with the approval of the Commissioner of Education. Continuing service of District Superintendents is governed by New York State Education Law.

# COMPONENT DISTRICTS

Allegany-Limestone  
Andover  
Belfast  
Bolivar-Richburg  
Cattaraugus-Little Valley  
Cuba-Rushford  
Ellicottville  
Fillmore  
Franklinville  
Friendship  
Genesee Valley  
Hinsdale  
Olean  
Pioneer  
Portville  
Randolph Academy  
Randolph  
Salamanca  
Scio  
Wellsville  
West Valley  
Whitesville

## OVERVIEW

- 22 component districts
- Geographic area - 2,159 square miles
- Component district enrollment - 18,464
- BOCES Special Education enrollment - 718
- BOCES Career/ Technical Education enrollment - 1030
- \* Alternative Education enrollment - 55
- \* Adult Education enrollment - 1000

# CATTARAUGUS ALLEGANY BOCES

This organization assists 22 component local school districts to meet the educational needs of all students ages birth to adult. Located in Cattaraugus, Allegany, Erie, and Wyoming counties in southwest New York State, the BOCES encompasses 2,159 square miles. School districts vary in size from small, rural, single campus K-12 settings to small city school districts. In 2012, district K-12 enrollments ranged from 268 (Whitesville) to 2,538 (Pioneer). The combined public school enrollment was 18,464 students in 2012.

A BOCES exists to provide cost effective sharing of educational services among local school districts. In keeping with this purpose, CA BOCES offers a wide variety of programs including special education, career and technical education, adult and continuing education, and instructional support services. CA BOCES also provides labor relations and financial services, as well as assistance in implementing a variety of information technologies within the schools.

BOCES services are provided through the efforts of 720 professional and support staff. The administrative team consists of the District Superintendent and an Assistant District Superintendent together with Directors of Career and Technical Education, Instructional Support Services, Special Education, Personnel, Information Technology, Labor Relations/Attorney, and a Controller. BOCES employees are represented by three collective bargaining associations.

The Instructional Support Services Division provides school districts with support in areas of Professional Development, Learning Resources, and Student Programming as they build local capacity to meet state and local goals for raising learning standards for all students.

The Information Technology Division provides a wide range of programs for school districts and other divisions within the BOCES. Expert staff provide technology support and facilitate the operation of a region-wide Distance Learning network. In addition, the IT Division provides technical support services for Districts, a Help Desk, as well as the development and support of the BOCES Web Page, databases, and in-house applications. We support all forms of wiring and infrastructure for our Districts as well as providing telephony support for our customers. The Communication Services and Public Relations department and Graphic Design and Printing Services also fall under the Information Technology umbrella. They also provide public relations support for participating districts.

The Career and Technical Education Division provides 1,000-hour preparation programs in 25 career areas. These classes, which operate on a half-day basis, five days per week, are provided at three career and technical education centers located in Belmont, Ellicottville, and Olean. Instruction is designed to enable students to proceed to higher education and/or enter employment directly from high school. The Adult and Continuing Education Division provides a wide range of programs intended to improve literacy and help adults acquire a high school equivalency diploma.

The Special Education Division provides programs and services for disabled children up to 21 years of age. These programs and services are designed to meet individual needs as prescribed in each child's Individual Educational Plan (IEP) developed by the local school districts' Committees on Special and Pre-School Education. Special Education classes are located primarily throughout local school districts in 91 classrooms leased by the BOCES. Seven hub districts have been established. These are located in Cuba-Rushford, Genesee Valley, Olean, Pioneer, Salamanca, Scio, and Wellsville.

## THE SOUTHERN TIER

Cattaraugus and Allegany counties are located in the southwestern corner of New York State adjacent to the Pennsylvania border. The regional economy is tremendously diversified, comprised of manufacturing, agriculture, retail, tourism, and human services opportunities. The region offers numerous opportunities for higher education, most notably St. Bonaventure University, Alfred University, Alfred State College, Houghton College, Jamestown Community College (Cattaraugus County Campus), Olean Business Institute, and the University of Pittsburgh at Bradford.

Recreation is a rapidly expanding industry in this essentially rural area, whose unusual natural beauty attracts outdoor enthusiasts year-round to the Allegany and Letchworth State Parks, the Allegany River, Zoar Valley, and the Kinzua Area. Skiers the world over travel to the area. Ellicottville's Holiday Valley Resort is among the finest in the Northeastern United States.

Regional cultural events and opportunities offered through community organizations, as well as the Regina Quick Center at St. Bonaventure University.