



175 South 400 East Orem, UT 84097

December 8th, 2025

APPLICATION FOR SUPERINTENDENT OF SCHOOLS

ANNOUNCEMENT:

The Timpanogos School District Board of Education is seeking a qualified candidate for the position of Superintendent of Schools. The individual selected for the position will be the inaugural superintendent of the school district serving the cities of Lindon, Orem, Pleasant Grove and Vineyard.

STARTING DATE: Anticipate on or before February 16, 2025

SALARY AND BENEFITS:

The compensation package will be competitive for the size of the school district in Utah and will be determined by professional preparation and successful experience in educational leadership, as well as other qualifications. In compliance with Utah law, superintendents receive two-year renewable contracts.

BASIC REQUIREMENTS:

1. A master's degree is required.
2. A Utah administrative license or qualified to obtain one is required.
3. Successful record of administrative leadership in a sizable K-12 school system is required.
4. PhD or EdD is preferred.
5. Teaching experience in a public education is preferred.
6. District level experience is preferred.

Board of Education: Jen Lyman, President; Sterling Hilton, Vice-President;
Guy Fugal, David H. Smith, Ada Wilson, Michele Sorensen, Grace Rex

DEADLINE: Received or postmarked by 5:00 PM on January 6th, 2025

Note: An incomplete set of papers or pdf files may subject the candidate to disqualification.

A complete application consists of:

1. A formal letter indicating your desire to be considered as a candidate for the position of Superintendent of Schools of Timpanogos School District.
2. A completed Superintendent application form.
3. A complete set of current academic college credentials (transcripts.)
4. A current resume, including a list of professional accomplishments and qualifications.
5. Three professional letters of recommendation.
6. A personal professional expression of philosophy and/or vision of helping establish Timpanogos School District.

The application and required materials should be sent to:

Richard Stowell

Utah School Boards Association

860 East 9085 South

Sandy, UT 84094

Email: rstowell@usba.cc

Phone: 801-566-1207

Fax: 801-561-4579

All questions should be directed to Richard Stowell, please do not contact the board members directly.



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SUPERINTENDENT OF SCHOOLS APPLICATION

1. Name of applicant _____ Date _____
2. Address _____
3. Certificate of educator license(s) _____
4. Degrees: Bachelors _____
 University, Year

 Masters _____
 University, Year

 EdD, PhD, JD _____
 University, Year
5. Current Position _____ Years in current position _____
6. Total number of years in education _____
7. Work experience (up to your last six positions):

[illegible]

The following questions are open ended (limit to 1500 characters)

1. Describe your ideal collaborative governance model.
2. Describe your understanding of the best practices in instructional leadership, student engagement and academic achievement. What are your experiences with Professional Learning Communities as they relate to student achievement?
3. Given the changing enrollment in our area, school consolidations are a possibility. How would you navigate this process with communities, parents and educators while considering the financial realities of our new district?
4. How will you communicate with others and our community (employee groups, associations, and unions)? In what ways will you facilitate and articulate your vision in a way that motivates and inspires others?
5. How would you balance listening to parents, considering their opinions, and fostering greater trust between our district and the community while moving forward on a path that is determined by you and/or the Board you serve?
6. What will you do as a leader to show you are a team player? Describe an academically-based experience in which you showed collaboration, teamwork and/or consensus-building.
7. What part does data play in advancing student achievement? Give an example of a time where you used data to make an educational decision.
8. The legislative process in Utah is an important aspect of the Superintendent's assignment. What is your experience with developing/addressing legislation?
9. How will you develop partnerships with the cities, governing boards, business leaders, and educational institutions that are found within the boundaries of Timpanogos School District?
10. Discuss the role innovation in fiscal management can play in promoting effectiveness and efficiency as you attain teaching and learning goals?

Please respond to the following questions. (For each question answered “yes”, attach to this form a detailed explanation describing the date, circumstances, and persons involved in each such occurrence.)

QUESTION	YES	NO
Have your credentials ever been suspended or revoked?		
Have you ever been dismissed from or not re-employed in any teaching position or resigned after being notified that personnel action was to be taken?		
Have you ever terminated your contract before the end of the contract year?		
Have you ever been charged/convicted of a misdemeanor?		
Have you even been charged/convicted of a felony?		
Have you ever negotiated a plea or entered into a plea of abeyance?		
Have you ever been convicted of any criminal offense other than a traffic violation?		
Are you currently under investigation or have you ever been disciplined by UPPAC or any state education agency?		
Do you claim Veterans' Preference? If yes, are you claiming as a veteran or as an un-remarried surviving spouse of a veteran?		
Did you claim Disable Veterans' Preference? If yes, are you claiming as a disabled veteran, as a spouse of a disabled veteran, as a spouse of a disabled veteran not gainfully employed due to a military related disability, or as an un-remarried surviving spouse of a disabled veteran? Persons claiming veterans' or disabled veterans' preference must submit a photocopy of their honorable discharge (such as DD-214) showing the dates of service with each application form. Veterans claiming disability must also submit a letter of verification of 30% or more disability from the Veterans' Administration dated within the last 90 days.		
Do you have any relatives presently working for Alpine School District or in the schools of Timpanogos School District? If yes, please list names, relationship and assignment of each relative. (For the purpose of this application, relatives include the following: father, mother, husband, wife, son, daughter, sister, brother, uncle, aunt, nephew, niece, first cousin, mother-in-law, father-in-law, brother-in-law, sister-in-law, son-in-law, or daughter-in-law.)		

TIMPANOGOS SCHOOL DISTRICT IS AN EQUAL OPPORTUNITY EMPLOYER

Persons claiming Veterans' or Disabled Veterans' Preference must contact the Human Resource Services. In compliance with the Americans with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during the interview process should notify Utah School Boards Association at rstowell@usba.cc.

Your application will not be rejected because of your race, color, national origin, religion, sex or age. No individual with a disability, who, with reasonable accommodation, can perform the essential functions of the offered position, shall be discriminated against.

TIMPANOGOS SCHOOL DISTRICT - INFORMED CONSENT AND RELEASE OF LIABILITY

I HEREBY CERTIFY that all statements made hereon are true and correct to the best of my knowledge and authorize the president of the Timpanogos School Board or his or her designee to investigate either orally or in writing any and all of my past and present work and education records and education records to ascertain any and all information which may be pertinent to my employment qualifications.

I HEREBY AUTHORIZE the president of the Timpanogos School Board or his or her designee to request a search of law enforcement records relating to me.

I HEREBY AUTHORIZE the release of any and all information relating to me, whether the same is of record or not, and I DO HEREBY RELEASE from all liability persons and organizations reporting information required by this application.

I understand that any false information or deliberate material omissions may be sufficient cause for dismissal or disqualification from employment consideration. I hereby waive any right to see any written materials submitted to The Timpanogos School Board in response to the above inquiries or notes of any oral communication relative to such inquiries. I understand that if I am hired by the board any information received in response to the above inquiries is placed in my personnel file and that I have no right to inspect such material. In the event I am employed by Timpanogos School District, I also give my permission for the president of the school board or his or her designee to provide on request from future prospective employers any information relating to employment with Timpanogos School District.

Timpanogos School District has permission to release my name, address and telephone number to other prospective employers and to educationally oriented organizations considered by the district to have a legitimate need for such information. ☐ YES ☐ NO

Please note that application materials submitted will not be returned to applicants.

I attest that all responses in this application reflect my own original thinking and were not created or generated by artificial intelligence systems. AI tools may have been used solely for editing or proofreading purposes and not for writing, shaping, or developing the content of my answers. ☐ **YES** ☐ **NO**

Signature:	
Date:	
Home Phone:	
Business Phone:	
Cell Phone:	
Email Address:	