

CRESTWOOD SCHOOL DISTRICT

281 South Mountain Boulevard
Mountain Top, PA 18707
www.csdcomets.org

“Your future is our goal!”



Position Title: Superintendent of Schools

Location: Crestwood School District

Reports To: Board of School Directors

Application Deadline: May 22, 2026

Start Date: *Start date to be determined based on candidate availability and contractual obligations*

Position Overview

The Crestwood School District seeks an experienced, visionary, and student-centered leader to serve as Superintendent of Schools. As the district's chief executive officer, the Superintendent provides strategic direction and oversight for all operations, serving approximately 2,800 students.

The successful candidate will demonstrate a strong commitment to academic excellence, student well-being, fiscal responsibility, and meaningful engagement with staff, families, and the broader community. A highly collaborative leadership style, grounded in trust, transparency, and shared decision-making, is an important attribute for success in this role.

Key Responsibilities

Leadership and Vision

- Establish and communicate a clear vision for the district's educational programs and long-term goals
- Promote a culture of high expectations, continuous improvement, and shared responsibility in support of student success
- Foster strong partnerships among staff, administration, families, and the community, ensuring diverse voices are valued in the decision-making process
- Implement forward-thinking, research-based practices that encourage innovation, teamwork, and collaborative problem-solving

Instructional Leadership

- Oversee curriculum, instruction, and assessment to ensure high-quality educational outcomes
- Use data and evaluation processes to guide school improvement efforts in collaboration with building and district leaders
- Support programs that address the academic, social, and emotional needs of all students through a team-based approach

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Operations and Administration

- Direct day-to-day district operations, including support services, facilities, and transportation
- Ensure effective implementation of district policies and procedures
- Lead and evaluate the administrative team, fostering a culture of teamwork, collaboration, and shared accountability while maintaining a positive and respectful working environment for all staff

Financial Management

- Develop and manage the district budget in alignment with strategic priorities
- Maintain fiscal accountability and transparency while ensuring resources are used responsibly and cost-effectively
- Engage appropriate stakeholders in long-range financial planning and resource allocation decisions, while overseeing the strategic implementation and alignment of district assets

Board Relations and Governance

- Serve as the primary advisor to the Board of School Directors and assist in the preparation of the Board Agenda
- Prepare and present recommendations, reports, and policy options
- Work collaboratively with the Board to establish goals, implement policy, and maintain clear, consistent communication

Communication and Community Engagement

- Communicate effectively with students, staff, families, and community stakeholders
- Build relationships grounded in trust, transparency, and mutual respect
- Create meaningful opportunities for stakeholder input and engagement in district initiatives
- Serve as the district's representative with community organizations, agencies, and the media

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Personnel Leadership

- Recruit, develop, and retain high-quality staff
- Promote a positive organizational culture focused on professionalism, respect, and teamwork
- Ensure effective evaluation and accountability systems for all employees
- Lead with a collaborative approach to decision-making, actively engaging those impacted while maintaining a forward-focused mindset centered on student success
- Recognize and celebrate the achievements of both staff and students, promoting a culture of appreciation and shared success
- Maintain a solutions-oriented environment that emphasizes continuous improvement, accountability, and collective responsibility

Compliance and Advocacy

- Ensure compliance with all local, state, and federal laws and regulations
- Advocate for district needs at the state and regional levels
- Stay informed of educational trends, legislation, and best practices

Qualifications

- Valid Pennsylvania Superintendent Letter of Eligibility (required)
- Master's degree required, Doctorate in Educational Leadership or related field preferred
- Prior experience as a Superintendent or Assistant Superintendent preferred
- Demonstrated leadership in community and school relations, financial management, and personnel practices
- Minimum of five (5) years of successful administrative experience preferred
- Strong communication, interpersonal, and organizational skills
- Experience as a classroom teacher, building principal, and central office administrator
- Equivalent combinations of education and experience may be considered, as determined appropriate by the Board of School Directors

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Application Requirements

Interested candidates must submit:

- Cover letter
- Resume
- Current clearances (Act 24, Act 34, Act 114, Act 126, Act 168, and Act 151)
- Official transcripts
- Letters of recommendation

Salary and benefits will be competitive and commensurate with the candidate's qualifications and experience.

The Crestwood School District is an Equal Opportunity Employer and is committed to fostering a diverse and inclusive workplace.

Applications should be submitted to:

Crestwood School District
Attention: President, Board of School Directors
281 South Mountain Boulevard
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