



# Colbert County Schools

## CSFO Search



# Who We Are

## About Us

The Colbert County school system is comprised of five elementary schools serving Pre-K to 6th grades and three high schools serving grades 7 to 12. The district has garnered a reputation for being one of the most innovative and successful partners with the Office of School Readiness in taking advantage of Alabama's award-winning First Class Pre-K program.

Throughout Colbert County Schools, 2,600 remarkable students are served by the finest educators and support staff in the state. Five schools operate under Title I funds with school-wide programs. The system's original Career & Technical Education programs feature two recipients of the Alabama CTE New Teacher of the Year Award, countless examples of student representation at state and national competitions and incredible instructors who are fully engrossed in the increasingly vital mission of preparing today's students to become tomorrow's workforce.

Community support is central to the success of Colbert County Schools. One such example is the Colbert County Education Foundation, which was established in 2018. The Foundation already has directly impacted classrooms in the school system, contributing more than \$50,000 in grants to standout teachers and deserving students.



## Our Community

Colbert County is a beautiful area with a deep history dating back to the Cherokee and Chickasaw Indians and early French traders around 1715 who were attracted by the Tennessee River. This area of Colbert County earned the name "Muscle Shoals" because of the strength of the river and its several different species of mussels. Located in the county seat of Tuscumbia, Colbert County is comprised of more than 600 square miles of picturesque natural beauty in the Northwest corner of Alabama. The area boasts an unrivaled musical heritage that has featured the styles of W.C. Handy, Percy Sledge and the world-famous Muscle Shoals Sound.

Popular attractions include the Alabama Music Hall of Fame and Ivy Green, the birthplace of Helen Keller. World-class golf at Ford City's Robert Trent Jones Golf Trail also is one of the many reasons residents and visitors alike view Colbert County as a rich and invigorating place to live, work and play.





## By the Numbers

### Personnel

# of Employees	397
Certified	236
Avg. Teacher Salary	\$53,192
Doctoral Degree	2
Specialist Degree	17
Masters Degree	117

### Schools

High Schools	3
Elementary Schools	5

### Transportation

# of Bus Routes	33
Students Transported	1,152
Miles Driven Each Day	2,200

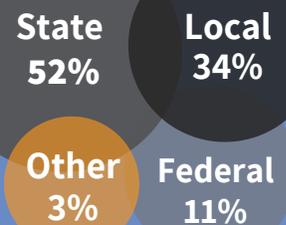
### Demographics

White	83%
Black	12%
Hispanic/Other	5%
Total Enrollment	2744



### 2019 Budget

Revenues:	\$32.2 million
Expenditures:	\$33.1 million
Proposed Ending Fund Balance:	\$18.1 million



### Long-Term Debt

\$9.9 million

### Free & Reduced Lunch

74%

# Duties & Qualifications

Alabama law requires school boards to have a bondable chief school financial officer (CSFO) who works under the direct supervision of the local superintendent of education but shall have a fiduciary responsibility to the local board of education. The CSFO is responsible for the financial management system that ensures proper accountability for funds administered by a local board of education and its schools and is required by law to perform, at a minimum, each of the following duties:

- Verify the receipt of all funds to which the local board of education may be entitled by law or which may come into its possession for public school purposes.
- Verify the payment of such funds and such payments to occur only on written order of the local superintendent of education.
- Keep an accurate record of all receipts and expenditures and provide such information to the local superintendent and the local board.
- Make reports as may be required by law, by the local board of education, or by rules and regulations of the State Board of Education.
- Personally notify, in writing, each board member and the local superintendent of education of any financial transaction of the local board of education which the chief school financial officer deems to be non-routine, unusual, without legal authorization, or not in compliance with the fiscal management policies of the board. The notification shall be recorded in the minutes of the board by the president of the local board of education.

The law also requires the successful applicant have: at least three years of experience in a business-related field; successful completion of course certification requirements within the first three years of employment; and one or more of the professional requirements listed below:

- Hold a baccalaureate degree from an accredited four-year college or university with a concentration in a business-related curriculum accounting, finance, business administration, etc., including at least 9 semester hours in accounting.
- Hold a MBA or other graduate degree in a business-related field from a regionally accredited institution;
- Be a Certified Public Accountant; or
- Hold a baccalaureate degree in a concentration other than a business-related curriculum but have at least 24 semester hours of business related courses, with at least 18 hours in the following courses (or course equivalents):
  - ▶ Principles of Accounting I (3 semester hours)
  - ▶ Principles of Accounting II (3 semester hours)
  - ▶ Intermediate Accounting (3 semester hours)
  - ▶ Cost Accounting (3 semester hours)
  - ▶ Governmental Accounting (3 semester hours)
  - ▶ Financial Management (3 semester hours)
  - ▶ General Management (3 semester hours)
  - ▶ Business (or Organizational) Communications (3 semester hours)

## Continuing Education

Once certified, a CSFO is required to complete 18 hours of continuing professional education (CPE) each fiscal year. CPE credit may be received through the Alabama Association of School Business Officials (AASBO) or the Government Finance Officers Association (GFOA). Documentation for CPE credit approved for other professional organizations may be submitted to the University of Alabama, College of Continuing Studies, for recognition as acceptable CPE credit.



# Our Search for a CSFO



The Colbert County Board of Education seeks a visionary and goal-oriented CSFO with an ability to work with the superintendent to meet system goals. The Board is in search of a candidate who has successful experience as a CSFO and/or successful experience in governmental accounting.

Traits the board expects to see in a successful candidate are:

- Ability to initiate and adapt to change;
- Strong communication and listening skills;
- Ability to work with and generate support from the board and superintendent to meet system goals;
- A high degree of ethics and professionalism;
- Sensitivity to diversity and diverse groups;
- Proven manager of budget and fiscal affairs;
- Strong analytical, interpersonal and problem-solving technology skills; and
- Ability to multitask and think outside the box.

## Salary Range

Base salary will be \$90,000 to \$95,000 and negotiable based on qualifications and years of successful experience.

## Search Timeline

Application deadline:	*Oct. 2, 2019
Tentative interview dates:	Oct. 9-11, 2019
CSFO tentative start date:	Nov. 11, 2019

\*Or until position is filled

# How to Apply

This search is being conducted by the Alabama Association of School Boards. All applications will be taken through Frontline, AASB's online application system, at [bit.ly/AASBonlineapp](http://bit.ly/AASBonlineapp).

If you are new to Frontline, you must first create a user account and password. Next, log in, complete the online profile, choose to apply for this search and upload a cover letter and resume. You also must have an official transcript sent directly to AASB from the institution that granted your highest degree.

If you have previously applied to an AASB-led search and already have a Frontline account, simply log in, choose to apply for this search, answer the questions specific to this search and upload a cover letter.

A search committee will review all applications and recommend up to five finalists to the school board. The board may interview some or all of the finalists. State law requires that these interviews be public.

## Send Transcripts to:

Alabama Association of School Boards  
Colbert County CSFO Search  
P.O. Box 4980  
Montgomery, AL 36103-4980  
or email to [JBrownell@AlabamaSchoolBoards.org](mailto:JBrownell@AlabamaSchoolBoards.org)

*Transcripts and applications must be received by Oct. 2. Only complete applications will be considered.*

## For More Information

Contact Amber Anderson at 334.386-9433 or [AAnderson@AlabamaSchoolBoards.org](mailto:AAnderson@AlabamaSchoolBoards.org).

