

October 28, 2026

Vacancy

**Assistant Principal
January 2027**

North Decatur Elementary School

If interested, submit application (available at www.decaturo.k12.in.us), cover letter, license, transcripts and resume to:

John Corn, Principal
North Decatur Elementary School
3300 N. State Road 3
Greensburg, IN 47240
812-663-9215
Fax: 812-663-4168
Email: jcorn@decaturo.k12.in.us

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NORTH DECATUR ELEMENTARY

3300 N. State Road 3 Greensburg, IN 47240

Phone: (812)663-9215

Mr. John Corn, Principal

Mr. Jeremy Sherman, Assistant Principal

Ms. Jackie Blair, Counselor

Mrs. Tricia Crites, Bookkeeper

Mrs. Kay Schwering, Secretary

Mrs. Holly Holland, Nurse

Assistant Principal Job Posting

Qualifications and Certifications

- Must hold a valid Indiana Principal's License
- Experience serving in a leadership role preferred, but not mandatory
- Proven knowledge of best instructional practices
- Student-Centered Mindset
- Ability to collaborate and problem-solve
- Strong communication skills
- Driven personality and willingness to take initiative
- Strong technology background preferred, but not mandatory

Job Description:

- Attendance (including generating attendance letters, attendance contracts, and communication with local prosecutor's office)
- Student Discipline
- Communication with parents/families
- Student-Incentive Programs
- 504 Plan Coordinator
- Student Supervision (including after-school events)
- Coordinating textbook/consumable materials
- Liaison for student programs
- Assist with the coordination of testing materials
- Assist with teacher evaluations
- Documenting and loading information into SIS (Harmony)
- Other duties and responsibilities assigned by the principal