



## SUPERINTENDENT OF SCHOOLS JOB POSTING

The Board of Education of the St. Joseph Public Schools is conducting a search for its next superintendent. It is expected that the superintendent will be in place by September 2019.

### **Our District**

St. Joseph Public Schools is a suburban district located in Southwest Michigan. The District boasts modern, safe, clean schools with the highest academic standards and student achievement. The focus on academics, fine arts, and athletics makes St. Joseph Public Schools a destination district along the shores of Lake Michigan.

St. Joseph consists of three elementary buildings (Brown, E. P. Clarke and Lincoln) along with one middle school and one high school. St. Joseph prides itself on being a lighthouse district and our tagline is “Great Schools in a Great Community.” With support from the dedicated staff, school foundation, and community, St. Joseph continues to excel and strive to achieve greatness.

### **Our Community**

St. Joseph, Michigan, is nestled on the southern tip of what has been called the county seat and “The Riviera of the Midwest” in Berrien County. Located 90 miles from downtown Chicago, St. Joseph is a growing resort town of 8,355 residents. Berrien County is home to beautiful beaches, parks, orchards and vineyards, and is the largest non-citrus fruit-growing region in the nation.

The diverse, year-round economy offers a variety of career options, from manufacturing, teaching, engineering and home to Whirlpool Corporation. The housing market in St. Joseph is booming. Homes are on the market for a minimal amount of time as this is a destination location for families.

### **St. Joseph Points of Pride**

- ✓ Rigorous curriculum and instruction
- ✓ Dedicated staff committed to success for all students

- ✓ Award winning visual arts program
- ✓ Planetarium featuring the latest digital technology
- ✓ State-of-the-art media centers
- ✓ Focus on educating the whole student
- ✓ 12 Advanced Placement course offerings at the high school
- ✓ U.S. News and World Report ranked 59 out of 1040 Michigan high schools
- ✓ National Blue Ribbon School Award Recipient
- ✓ A district that accepts all and celebrates our differences
- ✓ One-to-One technology in grades 4-8
- ✓ Bring your own device (BYOD) at the high school
- ✓ Robotics program World Competition participants
- ✓ State-of-the-art robotics center
- ✓ Award winning fine arts program
- ✓ Beautiful lakeside community with great community support
- ✓ A district of choice for many Berrien County students

### **District Demographics**

Enrollment: 3,002

Instructional Staff: 155

Support Staff: 138

Administrators: 15

Foundation Grant: \$7,877

Debt Retirement Millage: 3.9 mills

Budget Expenditures: \$29,000,000

June 30, 2018 Fund Balance: \$4,000,161 (Approximately 14.8%)

### **Selection Criteria:**

- Michigan Administrative Certificate, or equivalent, for Superintendent Certification
- Minimum of a Master's Degree in Educational Leadership/Curriculum, or equivalent
- Minimum of five years successful experience building principal or central office experience; superintendent experience preferred
- The St. Joseph Board of Education has determined that the following criteria are those which are the most highly sought in a new superintendent:
  - ✓ Exemplifies the highest level of personal and professional ethics, personal integrity and trust
  - ✓ A visionary leader with the ability to engage all stakeholders in the pursuit of a clear vision for the district that focuses on student achievement, communication and use of district resources
  - ✓ Leadership experience in a traditional public school setting that reflects a record of success in positions of increasing responsibility and that includes: five years of building principal/central office experience, at a minimum; however, non-traditional

candidates with proper credentials and background may be considered; while superintendent experience is preferred

- ✓ A school leader who is approachable, treats everyone with respect and dignity and who is open to ideas and suggestions from a variety of sources within the school community
- ✓ Demonstrates effective communications skills (writing, public speaking and listening); and excellent interpersonal and public relations skills
- ✓ Dedication to education excellence and the success of all students; while recognizing an ever-increasing diverse student population
- ✓ Demonstrated knowledge of and experience with effective curriculum, instruction, professional development, assessment and best practices to improve teaching and student achievement
- ✓ A commitment to a philosophy of continuous improvement through collaboration and research
- ✓ Demonstrated knowledge of and experience in public school finance and fiscal management; inclusive of bond issues, sinking funds and related expenses
- ✓ Knowledge of facility maintenance and operations including: support services, facility studies, capital improvements, bonding opportunities and sinking funds
- ✓ Demonstrated success in human resource management, including collective bargaining, contract administration and employment practices
- ✓ An individual who sets high expectations for self and others; holds staff at all levels accountable; and who accepts responsibility for results
- ✓ An individual who has demonstrated a solid working relationship with staff while experiencing challenging external factors affecting public education
- ✓ Demonstrated track record of direct involvement and knowledge of politics of public education at the local, intermediate, state and federal levels
- ✓ Demonstrated ability to be visible throughout the district and actively engaged with the school and community activities
- ✓ Knowledge of working with K-12 education foundations
- ✓ Proven leadership ability with skills in implementing change, collaboration, successful systems, creative problem solving, intelligent risk taking and team building

## Salary and Contract Information

- The Board will offer a regionally competitive comprehensive, multi-year contract with a salary commensurate with experience.

## Application Procedure

- Interested candidates should complete and submit the Michigan Leadership Institute online application found at [www.mileader.org](http://www.mileader.org) or <http://www.applitrack.com/mileader/onlineapp>

- Completed on-line applications must be submitted no later than 4:00 PM on Friday, July 5, 2019.
- No “hard copy”, fax or emailed copies accepted. All materials will be treated confidentially through the screening process only upon the written request of the candidate.
- All questions regarding the search should be submitted to David Killips, Regional President, Michigan Leadership Institute, 734-320-6572, [dkkillips@gmail.com](mailto:dkkillips@gmail.com).

**Applicants are advised not to make direct contact with any member of the Board of Education.**

### Search Timeline

- Application deadline – 4:00 PM, Friday, July 5, 2019
- Selection of candidates for first interviews –July 10, 2019
- Public Interviews –July 16 and 17, 2019
- Second Round of Public Interviews –July 22, 2018
- Site or in-district visit - To be determined
- Start date – On or about September 1, 2019

The Board may make exceptions to this profile, process and/or timeline to ensure selection of the best possible candidate. The services of Michigan Leadership Institute have been secured to assist the Board in the search process and in the screening of candidates. The Board of Education will make all decisions with respect to process, evaluation of candidates, and appointment of the successful candidate.

### Board of Education

Barry Conybeare, President  
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Rick Dyer, Trustee  
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The superintendent search will be conducted with due regard to the Michigan Open Meetings Act (Public Act 267 of 1976) requirement of open meetings for all public body deliberations, decisions and interviews.

**ST. JOSEPH PUBLIC SCHOOLS**  
**“GREAT Schools in a Great Community”**