



Traverse Bay Area
Intermediate School District

Position Announcement

Superintendent

The Opportunity

The Traverse Bay Area Intermediate School District (TBAISD) Board of Education is seeking an outstanding leader for the position of superintendent. The new superintendent will have the opportunity to lead an award-winning educational service agency that responds to the needs of 16 local public school districts, 11 non-public schools, and 5 public school academies in Grand Traverse, Antrim, Leelanau, Kalkaska, and Benzie counties, serving over 22,000 students. The board is seeking an experienced dynamic, visionary and resourceful individual who can provide strong executive leadership throughout the region in the pursuit of enhanced student success.

The five-county region served by TBAISD is widely recognized as one of the most beautiful areas of the country and one of the most highly desirable places to live. Its 125+ miles of Lake Michigan shoreline and scores of inland lakes, combined with a plethora of cultural and year-round recreational activities, make this a truly unique and idyllic setting in which to work and live.

About TBAISD

TBAISD is one of 56 intermediate school districts in the state of Michigan. Its constituent schools and districts serve approximately 22,210 K-12 students, of which approximately 38.3% are economically disadvantaged.

Special Education: Each year, TBAISD special education services reach approximately 3,200 students, through center-based, local school district and transition services. Approximately 400 special education staff members serve the five-county region.

Career and Technical Education: Approximately 1,150 students enroll in career and technical education programs each year. The Career-Tech Center provides related work-based learning experiences in 24 programs, including Early College opportunities.

Early Childhood Education: Approximately 1,160 students participate in early childhood programming each year.

General Education: 26 TBAISD instructional specialists serve the five-county region. The ISD is providing support for regional and state implementation of the Marzano Instructional Model.

In addition, the ISD provides a variety of technology, data, communication, transportation and other business services for local districts.

The combined annual operating budget of the ISD is approximately \$71.1 million:

General Education	\$12.0 million
Special Education	\$49.5 million
Vocational/CTE	\$9.6 million

Funding comes from local, state and federal funding sources. The millage rate is 2.9234:

General Ed	0.1959 mills (reduced from .27)
Special Ed	2.0 mills (restricted)
Vocational Ed	0.7275 (restricted, reduced from 1.0)

Capital project funding comes from these millage sources.

Additional information about the Traverse Bay Area Intermediate School District is available on its web site at www.tbaisd.org.

Selection Criteria

1. Executive Leadership

Demonstrated strong executive leadership skills, including the capacity to:

- a. Envision an improved future for TBAISD and the districts and students it serves
- b. Develop and execute a dynamic strategic plan that will result in continuing improvement and progress toward achieving that vision
- c. Develop and execute an accountability plan that establishes clear metrics and performance expectations for the leadership team, faculty, and staff
- d. Bring a strong servant leadership and service orientation to the organization, with a primary focus on the students, parents, local school districts, and taxpayers being served
- e. Engage in active listening and transparency with all constituents
- f. Effectively communicate organizational direction and decisions both verbally and in writing
- g. Further develop the skills of an outstanding team of ISD administrators, professionals and non-certified staff
- h. Work effectively with an elected board in a manner that ensures outstanding governance team performance.

2. Executive Management

Demonstrated knowledge and expertise in the areas of resource management and operations, resulting in:

- a. Alignment of the organization's budget with the board-adopted plan
- b. Effective management of cash flow and fund balances that ensures optimal utilization of resources in the service of clients while ensuring long term stability of the organization
- c. Operational efficiency and effectiveness that ensures optimal allocation of resources and services to students
- d. Effective organization and reorganization of staff and systems to ensure state-of-the-art delivery of services to all clients

- e. A talent management program that effectively recruits, employs, develops and retains the best possible work force in the service of the district's clients.

3. Knowledge and Expertise in the Focus Areas of ISD Service

Demonstrated knowledge and expertise in the broad array of programs and services offered by TBAISD, with the **ability to take outstanding programs to an enhanced level of performance**, including:

- a. Knowledge of teaching and learning; ability to provide professional development programming resulting in increased student achievement and closing achievement gaps for children of poverty within local districts
- b. Knowledge of pertinent federal and state laws regarding special education and the capacity to develop and deliver effective special education programming
- c. Knowledge of career and technical education and the capacity to develop and deliver effective career and technical education programming
- d. Early childhood education.

4. Community Engagement

- a. Demonstrated commitment to personally serving in a leadership role within the larger community and developing strategic partnerships that will benefit the students and clients of the organization as well as the community at large
- b. Demonstrated capacity to analyze the political environment of an organization and effectively manage the complexities of the organization and the various constituents being served.

5. Education and Experience

- a. Minimum of 3-5 years of experience as superintendent of a local school district, with prior experience as a building level administrator and as a classroom teacher or special education professional
- b. Experience serving children with diverse needs in a complex, multi-faceted organization
- c. Minimum of Master's degree in education, education leadership, or related field and appropriate certifications as required by state law and board policy.

Salary and Contract

A multi-year contract will be offered with a base salary of \$175,000, negotiable based upon qualifications and experience.

Search Timeline

October 13	Application deadline
October 23	Board determination of candidates to interview
October 25, 26	Initial interviews
October 30, November 1	Second interviews
November 1	Selection of superintendent
January 1, 2018	Ideal start date of new superintendent, negotiable

Application Process

Interested candidates should complete and submit the Michigan Leadership Institute on-line application found at <http://www.applitrack.com/mileader/onlineapp> or www.mileader.com.

Completed on-line applications must be submitted **by 4:00 pm on Friday, October 13, 2017**. 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. Dr. Michael Wilmot is the president of MLI. Dr. Tim Quinn is the lead search consultant for this search.

The Board of Education will make all decisions with respect to process, evaluation of candidates, and appointment of the successful candidate. All questions regarding the search should be directed to Dr. Tim Quinn, Michigan Leadership Institute, 231-642-0966, timquinn@omleader.com.

Candidates should not contact board members directly.

All application materials will be treated confidentially through the screening process only upon the request of the candidate as reflected upon the formal application form.

TBAISD is an Equal Opportunity Employer