



SUPERINTENDENT OF SCHOOLS JOB POSTING

The Board of Education of the Mona Shores Public Schools is conducting a search for its next superintendent. It is expected that the superintendent will be in place by August, 2018.

Our District

Mona Shores Public Schools is a suburban district located in West Michigan. It is known throughout the state as a premiere district offering the “triple threat”: the focus on K-12 academics, arts, and athletics that makes Mona Shores a destination district.

Mona Shores consists of 4 elementary buildings (Campbell, Churchill, Lincoln Park, and Ross Park) along with one middle school and one high school. Mona Shores prides itself on being a big district that feels like a small district. With many staff members who live in the community as well as teach here, the sense of community is unmatched.

Our Community

Norton Shores, Michigan, a young, growing city located on the shores of Lake Michigan in Muskegon County is well known for its natural scenic beauty, recreational opportunities, attractive neighborhoods and high quality public schools. The community of 22,527 residents encompasses over 24 square miles. Norton Shores is graced with more than six miles of Lake Michigan shoreline plus numerous public access points on Mona Lake and Black Lake. Hoffmaster State Park is one of the most beautiful parks in Michigan. It has wooded campsites and some of the finest beaches and dunes anywhere for hiking and family enjoyment. The acclaimed Gillette Nature Center located within the park affords unique educational opportunities. Several city parks, including three located on Mona Lake, offer additional passive and active recreational activities.

The population of Norton Shores is maintaining with several new commercial developments in the works. The housing market in Norton Shores is booming. Homes are on the market for a minimal amount of time as this is a destination for families.

Mona Shores Points of Pride

- ✓ Triple-threat School District – Excellence in academics, arts and athletics
- ✓ Nationally recognized performing arts programs
- ✓ 20 Advanced Placement course offerings at the high school
- ✓ Washington Post “Top High School” Award
- ✓ Recipient of MASB Education Excellence Awards
- ✓ High School Graduation Rate 93%
- ✓ Robotics program competed in World Competition
- ✓ EPIC Awards – three years running
- ✓ One-to-One technology with Chrome Books
- ✓ Beautiful lakeside community with great community support
- ✓ A district of choice for many Muskegon area students
- ✓ Strategic Plan in process
- ✓ Strong curriculum
- ✓ Dedicated staff committed to success for all students

District Demographics

Enrollment: 3,859

Instructional Staff: 208

Support Staff: 75

Administrators: 17

Foundation Grant: \$7,631

MAISD Enhancement Millage: Provides approximately \$160 per student

Debt Retirement Millage: 6.55 mils

Budgeted Expenditures: Approximately \$37,000,000

June 30, 2017 Fund Balance: \$2,824,000 (Approximately 7.4%)

Selection Criteria:

The Mona Shores Board of Education has determined that the following credentials, experience and personal characteristics are those which the district seeks in a new superintendent:

- ✓ Michigan Administrative Certificate, or equivalent
- ✓ Minimum of a Master’s Degree in Educational Leadership/Curriculum, or equivalent
- ✓ 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: three years of building principal/central office experience, at a minimum; however, non-traditional candidates with proper credentials and background may be considered

- ✓ 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
- ✓ 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 and related expenses
- ✓ Knowledge of facility maintenance and operations including: support services, facility studies, improvements, bonding opportunities
- ✓ 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
- ✓ 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 on-line application found at www.mileader.com or <http://www.applitrack.com/mileader/onlineapp>
- Completed on-line applications must be submitted no later than 4:00 PM EDT on Friday, June 29, 2018.
- 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.

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

Search Timeline

- Application deadline – 4:00 PM EDT, Friday, June 29, 2018
- Selection of candidates for first interviews – Week of July 9, 2018
- Public Interviews – Week of July 16, 2018
- Second Round of Public Interviews – Week of July 23, 2018
- Site or in-district visit - To be determined
- Start date - August, 2018

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

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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.



Mona Shores Public Schools is an equal opportunity employer.