

Position Announcement

SUPERINTENDENT OF SCHOOLS Westwood Community School District



About the District

The Westwood Community School District is a close-knit, family-oriented community located in southeast Michigan's Wayne County. The district is part of the metropolitan Detroit region and is in proximity to the major population centers of Detroit and the City of Dearborn. Parts of the municipalities of Inkster, Dearborn and Dearborn Heights comprise the Westwood Community School District.

The Westwood Community School District offers numerous amenities including: innovative schools; easy access to major cultural centers, outstanding health care facilities, and a variety of post-secondary learning institutions. Keys to the success of the district are the dedication and commitment of employees at every level and the consistent support of the community.

The Board of Education of the Westwood Community School District is seeking a superintendent who not only fills the traditional role of an educational leader but one who also is visionary with a hands-on approach to ensure that the mission of the district is fully implemented. The successful candidate has a unique opportunity to continue the process of building an outstanding district with the following key points of pride:

- ❖ A variety of innovative, cutting-edge programs and services for students and their families (i.e., Cyber High School, Ombudsman Alternative High School, a world languages program and a partnership program with Beaumont Health)
- ❖ A strong commitment to the implementation of a dynamic, strategic plan for the district with a clear vision and realistic goals for district success
- ❖ A supportive school community that is dedicated and committed to the Westwood Community School District and to the success of the district's students
- ❖ Stable district leadership having only three superintendents over the last forty-one years (all three of whom retired from the district)
- ❖ Improved financial condition as the district has worked to extricate itself from a deficit condition (projected to be in a positive financial position June 30, 2018)
- ❖ The Westwood Board of Education is highly recognized. The Board has been the recipient of the MASB Distinguished Achievement Award; is the recipient of the MASB Education Excellence Award for the Cyber High School; and, has been selected to make multiple presentations at MASB Conferences

District Data:

Enrollment	1,801
Foundation grant per pupil	\$8,089
Teachers	99
Administrative staff	7
Office staff	14
Supporting staff	6
Paraprofessionals/Aides	13
Other	11
School buildings	5
Annual operating budget	\$22,294,393
Projected fund balance	\$80,000
Non-homestead levy	18 mills

To learn more about the Westwood Community School District, visit the district web site www.westwood.k12.mi.us.

Selection Criteria

The Westwood Community School District is seeking a strong, passionate leader who possesses the following qualities, characteristics and skills:

- A visionary leader with the ability to engage all stakeholders in pursuit of a clearly defined set of goals for the district
- Dedication to educational excellence, continuous improvement and the success of all students
- A visible and actively-engaged leader in the schools and in the community
- Strong team-building skills - capable of engaging the entire school community in a positive, proactive manner and developing lasting partnerships
- Effective communications skills (speaking, writing and listening) with excellent interpersonal, public relations and marketing skills
- An individual who treats all people with respect and dignity, who understands and has an appreciation for a diverse constituency (racially and socio-economically)
- A data-driven, research-based decision maker
- Successful public school teaching (*minimum of five years*) and administrative experience reflecting a record of success in multiple positions of increasing responsibility
- Demonstrated knowledge of and experience with: effective curriculum, instructional delivery, assessment best practices and school reform efforts
- Demonstrated knowledge of and experience in public school finance and fiscal management including knowledge of the State of Michigan deficit elimination protocol
- Demonstrated success in human resource management including collective bargaining, contract administration and employment practices

- Demonstrated track record of direct involvement with and knowledge of the politics of public education at the local, state and federal levels
- Exemplifies the highest level of personal and professional ethics, personal integrity and trust
- Proven leadership ability with skills in:
 - ❖ *Creative problem solving*
 - ❖ *Intelligent risk taking*
 - ❖ *Collaboration and collaborative decision making*
 - ❖ *Systems thinking and visioning*
- A good understanding of facilities and operations management as well as a commitment to proper care and maintenance programs
- Master's degree plus 30 hours in education or related field required – Doctorate preferred

Salary and Contract Information

The Board will offer a comprehensive multi-year contract. Total salary compensation will depend on the background and experience of the successful candidate. Additionally, the successful candidate will receive a complete fringe benefit package commensurate with that provided to other district administrators.

Application Procedure

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

Completed on-line applications must be submitted **no later than 4:00 pm on Friday, January 19, 2018.**

No "hard copy," fax or emailed copies will be accepted. All materials will be treated confidentially through the screening process only at the request of the candidate.

All questions regarding the search should be directed to Dr. Michael Wilmot, Regional President, Michigan Leadership Institute, 248-755-7596, drmwillmotmli@hotmail.com.

Search Timeline

- *January 19, 2018 – Application deadline*
- *Week of January 22, 2018 – Candidate screening*
- *January 29, 30 & 31, 2018– First interviews*
- *February 5 & 6, 2018 – Second interviews*
- *February 13 & 14, 2018– Site visitations*
- *February 15, 2018 – Selection of Superintendent*
- *July 1, 2018 – start date for new superintendent*

The Board of Education 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, solely, will make all decisions with respect to process, evaluation of candidates, and appointment of the successful candidate. Candidates should not contact board members directly or request individual tours of school buildings.

Board of Education

Following are the members of the Westwood Community School District Board of Education:

Timothy T. Emery, President
Roderick Means, Vice President
Sarah Ward, Secretary
Donald Willis, Treasurer
Cheryl Bell Everett, Trustee
Narabia Little, Trustee
Gregory Stephens, Trustee

Westwood Community Schools is an Equal Opportunity Employer