

Position Announcement

SUPERINTENDENT OF SCHOOLS



Jefferson School District Monroe, Michigan

About the District

Jefferson School District is a comprehensive school district with a proud history and tradition that complement a strong growth mindset. We are a Blueprint District that offers a wide range of programming from preschool to 12th grade, focusing on individual student needs. Our dedicated staff members are knowledgeable, talented and genuinely care about our students. We benefit from tremendous parent support and involvement, as evidenced in part by our sinking fund and recreation millages. We are a close-knit district with a family atmosphere that takes great pride in our amazing students and their many accomplishments. Jefferson roughly parallels Lake Erie and Interstate 75 in eastern Monroe County. We serve parts of the city of Monroe, Frenchtown Township and Berlin Township. About 1,700 students attend Jefferson Schools. We have four buildings. H.F. Sadt Elementary School, near the south end of the district, houses preschool, kindergarten and first grade. Sadt is also home to Cub Care, our daycare program serving infants to four year old children. North Elementary School, on the northern end of the district, houses second, third and fourth grades. Jefferson Middle School, on our central campus, houses fifth, sixth, seventh, and eighth grades. Jefferson High School, also on the central campus, has ninth, tenth, eleventh and twelfth grade students attending. Also on central campus is our Recreation Center, which has athletic and recreation facilities for our students as well as for our community.

District Data:

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| Enrollment | 1,700 |
| Administrative Staff | 10 |
| Teachers | 87 |
| Office Staff | 11 |
| Support Staff | 56 |
| Paraprofessionals | 17 |
| Counselors | 2 |
| Number of Buildings | 4 |
| Foundation Grant per Pupil | \$8,489 |
| Annual Operating Budget | \$19,000,000 |
| Projected Fund Balance | \$ 1,800,000 |

For more information about Jefferson School District visit our website at www.jeffersonschools.org

Selection Criteria

Jefferson 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, developed through a comprehensive district strategic plan, that will take Jefferson to the next level of student achievement
- Dedication to educational excellence, continuous improvement and the success of all students
- A change agent willing to make difficult decisions and follow through
- Willingness to take responsibility and to hold others accountable
- A leader who will work collaboratively and effectively with the Board of Education
- A leader who will be fully committed to and invested in Jefferson Schools
- An actively-engaged and visible leader in the schools and the community
- Strong team-building skills; capable of engaging the entire school community in a positive and proactive manner
- Effective communications skills (speaking, writing and listening) with excellent interpersonal, public relations and marketing skills
- A data-driven, research-based decision maker
- Demonstrated knowledge of and experience with: teaching and learning, curriculum, assessment and best practices
- An approachable and accessible leader who will maintain an open door policy with staff and community members

- Knowledge of or demonstrated experience with Michigan public school finance and fiscal management
- 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
- Successful public school teaching and administrative experience reflecting a record of success in multiple positions of increasing responsibility; central office experience preferred
- Master's degree plus 30 hours in education or related field; Ed Specialist degree preferred

Salary and Contract Information

The Board will offer a comprehensive multi-year contract. Total salary compensation of up to \$125,000 will depend on the background and experience of the successful candidate. Additionally, the successful candidate will receive a complete fringe benefits package commensurate with that provided to other district administrators.

Application Procedure

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

Completed on-line applications must be submitted **no later than 4:00 pm on Monday, September 3, 2018.**

No fax or emailed copies, please. 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 John Silveri, Regional President, Michigan Leadership Institute, 248-420-9354 or silverimli@gmx.com.

Search Timeline

- Application deadline - 4:00 p.m., September 3, 2018
- Selection of candidates to interview - Week of September 10, 2018
- First interviews - Week of September 24, 2018
- Second interviews - Week of October 1, 2018
- Site visitations – Week of October 8, 2018
- Selection of Superintendent - Week of October 15, 2018
- Start date - Week of November 5 or as agreed upon with 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. However, the members of the Jefferson School District Board of Education 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 Jefferson School District Board of Education:

Keith Williams, President
Brian Russell, Vice President
Cory McLaughlin, Secretary
Judy Campbell, Treasurer
Jenna Blair, Trustee
Judy Greene, Trustee
Theresa Sonoras, Trustee

Jefferson School District is an Equal Opportunity Employer