



QUINCY COMMUNITY SCHOOLS SUPERINTENDENT JOB POSTING

The Board of Education of the Quincy Community Schools is conducting a search for its next superintendent. It is expected that the superintendent will be in place by July 1, 2018.

About the District

The Quincy Community Schools district is located in Branch and Hillsdale Counties and includes the Villages of Quincy and Allen as well as portion of eight townships. The District covers an area of approximately 110 square miles. The school is located in Quincy, a village of 1,636 residents located on the east side of Branch County, six miles east of Coldwater. Quincy is a small farming community. The district has an enrollment of just over 1,220 students. Quincy consists of an elementary school (DK – 4), a middle school (5 – 8), and a high school (9 – 12) as well as being a part of the Branch County Careers Center. The schools are conveniently located on one campus, complete with excellent athletic facilities and playgrounds.

The school system is the hub of most activities in this peaceful community located at the edge of the Quincy chain of lakes. The district has a dedicated teaching staff focused on the success of all children. Parents in the district are an integral part of the success of all students.

District Demographics

Enrollment: 1,207
Instructional Staff: 65
Support Staff: 52
Administrators: 8
Foundation Grant: \$7,631
Debt Retirement Millage: 4 mils
Sinking Fund: 1.5 mils
Budgeted Expenditures: \$11,539,262
June 30, 2017 Fund Balance: \$1,407,244 (Approximately 12.2%)

Selection Criteria:

- Michigan Administrative Certificate, or equivalent
- Master's Degree in Educational Leadership/Curriculum, or equivalent
- Valid Michigan teaching certificate
- Minimum of three years successful experience building principal or central office experience
- The Quincy Community Schools 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: classroom teaching and 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, public relations and marketing 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 Michigan public school finance and fiscal management
 - ✓ Knowledge of facility maintenance and operations including: support services, facility studies, 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 considering the financial stresses and political climate in Michigan
 - ✓ Demonstrated track record of direct involvement and knowledge of politics of public education at the local, intermediate, state and federal levels
 - ✓ Visible throughout the district and actively engaged with school and community activities

- ✓ Proven leadership ability with skills in collaboration, successful systems, creative problem solving, intelligent risk taking and team building

Salary and Contract Information

- The Board will offer a 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 at www.mileader.com or <http://www.applitrack.com/mileader/onlineapp>
- Completed on-line applications must be submitted **no later than 4:00 PM on Friday, March 30, 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, Friday, March 30, 2018
- Selection of candidates for first interviews – Week of April 9, 2018
- Public Interviews – Week of April 16, 2018
- Second Round of Public Interviews – Week of April 23, 2018
- Site or in-district visit - To be determined
- Start date - July 1, 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

Alan McClellan, President
Donna Hines, Vice-President
Jason Shilling, Treasurer
Greg Richer, Secretary

Tim Miner, Trustee
Tom Bean, Trustee
Jennifer Wortz, Trustee

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.



Quincy Community Schools is an equal opportunity employer.