

Position Announcement



Superintendent of Schools

The Board of Education of Charlotte Public Schools is conducting a search for its next Superintendent. It is expected that the new Superintendent will be in place July 2019.

The School District

Charlotte Public Schools serves its 2,449 students in an early elementary school, two lower elementary schools, an upper elementary school, one middle school, one high school and an early middle college. It also operates a child care center that accommodates children from six weeks up to 12 years. Its 330-member staff includes 143 teachers and 12 administrative staff members. It has an annual operating budget of \$26.8 million, with a foundation allowance of \$7,871 and a fund balance projected at \$4.1 million (16%). The District provides a holistic approach to education aimed at developing the whole person, with a wide variety of curricular, co-curricular and extracurricular opportunities to meet the needs and interests of all students. It features well maintained state-of-the-art facilities that include new STEM laboratories, access to first-rate robotics programs and one-to-one technology. One of the greatest strengths of Charlotte Public Schools is the robust collaboration and support that exists between the community and the District.

The Charlotte Community

Charlotte is located in the heart of Eaton County, Michigan, just minutes from Lansing, Jackson and Battle Creek and reasonably close to Grand Rapids and Kalamazoo. Its quaint and traditional downtown features a number of great restaurants, pubs, specialty shops, home improvement stores, a historic Art Deco theater that still shows first-run feature films, and many historic sites and buildings. Charlotte retains a rural atmosphere but is ideally located so that educational, cultural and recreational amenities are easily accessible. Community organizations, historical societies, churches and a variety of local events and festivals add to its small-town charm. A community where black and orange "Oriole Pride" runs deep, Charlotte is a great place to live and raise a family.

District Points of Pride

- Strong culture of academic excellence with a continuous growth mindset
- Wide variety of unique opportunities for students, including: STEM programming K-12; courses in robotics, engineering & agriculture; advanced placement courses; on-site post-secondary college courses, and; career/technical training programs
- Exceptional fine and performing arts programs
- Strong administration and community support for athletic opportunities
- Regional leader in STEM
- College and career prep, featuring Early Middle College and partnerships with Davenport University, Ferris State University, Olivet College and Lansing Community College
- Innovative, advanced one-to-one technology
- Participant in nationally-recognized programs such as Harvard Model Congress and Future Farmers of America
- Exceptional facilities that serve students, staff and the broader community, including the Aquatic Center, Charlotte Performing Arts Center and athletic complex
- Financially stable and secure with a healthy fund balance
- Students who are respectful, responsible, take pride in school and an interest in learning
- Staff members who are dedicated, dynamic, innovative and passionate
- An inclusive, welcoming climate with a strong sense of community and a tight bond between the District and community
- Strong community and family support for the District and its schools, with a high level of respect and trust
- Relatively small size of the District that lends itself to a tight-knit family atmosphere and close relationships

Qualifications

- Michigan Administrative Certificate or equivalent
- Master's degree in related field required, advanced degree preferred
- Administrative experience, preferably at the District level
- Broad experience in public education; classroom experience preferred

Candidate Profile

Charlotte Public Schools is in search of a well-rounded, dynamic and visionary leader who is:

- A strong instructional leader with a track record of academic success
- Knowledgeable regarding current research, trends and developments in all aspects of K-12 education
- Inspiring and able to unify all stakeholders around a shared vision for the District
- A change agent and transformational leader who leads with a growth mindset

- A strategic, long-term systems thinker with an organizational vision and skill set
- Highly visible and present in classrooms and schools as well as events and activities in the District and community
- Fully invested in and engaged with the community, making strong connections and building lasting partnerships
- Focused and decisive, making all decisions in the best interests of students based on best practice and following through with full implementation
- Open-minded and objective, eager to seek out feedback and new ideas with a desire to consider all perspectives
- Appreciative of the experience, expertise and contributions of others, making the best use of their strengths, building their capacity and giving them the support and autonomy to do their jobs as effectively as possible
- A collaborative and inclusive team-builder
- A humble and respectful servant leader, willing to learn and lead in the trenches
- A strong, effective communicator and compelling, articulate public speaker
- Personable, approachable and accessible, building healthy relationships with all stakeholders
- A person of integrity: honest, transparent, trustworthy, fair-minded, unbiased
- Not unduly influenced by the loudest or most powerful voices, demonstrating the courage of his/her convictions
- A promoter of shared leadership, supporting and empowering others to lead
- Supportive of, and values, dynamic learning experiences for all students
- Proactive vs. reactive
- Resilient, with the ability to face criticism and manage difficult issues in a positive manner

Salary and Contract Information

The Board of Education will offer a comprehensive, multi-year contract. Salary and benefits will be commensurate with the skills and experience of the successful candidate, with a salary range of \$137,000-\$148,000.

Application Procedure

Interested candidates should complete and submit the Michigan Leadership Institute online application found at www.mileader.com or <http://applitrack.com/mileader/onlineapp>. Completed online applications must be submitted **no later than Tuesday, May 28 at 4:00 p.m.** No “hard copy,” faxed or emailed copies will be accepted. Materials will be treated confidentially through the screening process only upon the written request of the candidate.

All questions regarding the search process should be directed to the search consultant, MLI Regional President John Silveri, at (248) 420-9354 or jsilverimli@gmail.com.

Search Timeline

Application deadline: May 28, 2019, 4:00 p.m.

Selection of Candidates for Interview: Week of June 3, 2019

First Round Interviews: Week of June 10, 2019

Second Round Interviews: Week of June 17, 2019

Possible Site Visits: Week of June 24, 2019

Candidate Selection by Board of Education: Week of July 1, 2019

New Superintendent Start Date: Monday, July 22, 2019

This 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.

The Board of Education may make exceptions to this profile, posting, process and/or timeline to ensure selection of the best possible candidates as determined solely by the Board. 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 Board of Education will make all decisions with respect to process, evaluation of candidates, selection of candidates to be interviewed and appointment of the successful candidate. Candidates should not contact members of the Board directly.

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