



## **SUPERINTENDENT OF SCHOOLS JOB POSTING**

The Board of Education of Coldwater Community Schools is conducting a search for its next superintendent. It is expected that the superintendent will be in place by July 1, 2023.

### **Our District**

Coldwater Community Schools is a rural district located in Southwest Michigan. The focus on K-12 academics, arts, and athletics make Coldwater Schools a destination district.

Coldwater Community Schools consists of three elementary buildings (Max Larsen Elementary, Jefferson Elementary, and Lakeland Elementary), along with one middle school and one high school. Coldwater Schools prides itself on providing exceptional educational opportunities to every student.

### **Our Community**

Coldwater, Michigan, is centrally located within 100 miles of numerous commercial and industrial areas that provide various employment opportunities. Coldwater is well known for its many beautiful surrounding lakes and parks, pleasant neighborhoods, and exceptional public schools. It also has a state-of-the-art community pool and recreation center. The school district includes approximately 22,200 residents and covers an area of approximately 175 square miles. The school district encompasses the City of Coldwater, and the Township of Kinderhook, as well as portions of the townships of Algansee, Batavia, Bethel, Butler, California, Coldwater, Girard, Ovid, Quincy, and Union in Branch County.

### **Coldwater Community Schools Points of Pride**

- ✓ Excellence in academics, arts and athletics
- ✓ Advanced Placement Programs
- ✓ Early College Program
- ✓ Vocational/Technical Education
- ✓ Interscholastic Athletic Program
- ✓ Available Electives

- ✓ Extra-Curricular & Club Activities
- ✓ Kids Club Childcare
- ✓ Kinder Learning Academy Preschool
- ✓ One-to-One technology with Chromebooks
- ✓ Coldwater High School recognized by US News and World Report for multiple years as ranked among the top 40% of all high schools in the Nation
- ✓ High School Graduation Rate 86%
- ✓ Strong curriculum
- ✓ New 4/5 Elementary School Building
- ✓ State-of-the-Art Athletic Facilities
- ✓ Dedicated staff committed to success for all students

## **District Demographics**

Enrollment: 2,874

Instructional Staff: 150

Support Staff: 100

Administrators: 10

Foundation Grant: \$9,150

Debt Retirement Millage: 1.75 mils

Sinking Fund Millage: .9646 mils

Budgeted Expenditures: Approximately \$36,601,000

Fund Balance as of June 30, 2022: \$8,568,278 (Approximately 26%)

## **Selection Criteria**

- ✓ Michigan Administrative Certificate, or equivalent
- ✓ Minimum of a Master's Degree in Educational Leadership
- ✓ Minimum of five years successful experience as a teacher and school administrator; superintendent experience is preferred

## **The Coldwater 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, including five years of administrative experience; however, non-traditional candidates with proper credentials and background may be considered

- ✓ Understands the values of the community and will immerse themselves into the community
- ✓ An approachable school leader who treats everyone with respect and dignity and who is open to ideas and suggestions from a variety of sources within the school community
- ✓ Demonstrates a true love of all children
- ✓ 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
- ✓ Demonstrates knowledge of and experience with effective curriculum, instruction, professional development, assessment, and best practices to improve teaching and student achievement
- ✓ Commitment to a philosophy of continuous improvement through collaboration and evidence-based practices
- ✓ Demonstrates knowledge of and experience in public school finance and fiscal management issues, including bond issues and sinking funds
- ✓ Knowledge of facility maintenance and operations, including support services, facility studies and improvements, and bond funding opportunities
- ✓ Demonstrates success in human resource management, including conducting negotiations with collective bargaining units, 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 managing challenging external factors affecting public education.
- ✓ Demonstrates a record of direct involvement with and knowledge of political issues in public education at the local, intermediate, state, and federal levels
- ✓ Demonstrates ability to be visible throughout the district and actively engaged in 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.org](http://www.mileader.org) or <http://www.applitrack.com/mileader/onlineapp>
- ✓ Completed on-line applications must be submitted no later than 4:00 PM on Friday, February 3, 2023.
- ✓ No “hard copy”, fax or email 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](mailto: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, February 3, 2023
- ✓ Selection of candidates for first interviews – February 20, 2023
- ✓ First Round Interviews – March 8, 9, 10, 2023
- ✓ Final Interviews – March 16, 2023
- ✓ Site or in-district visit – To be determined
- ✓ Start date – July 1, 2023

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 concerning the process, evaluation of candidates, and appointment of the successful candidate.

### **Board of Education**

Dr. Edward C. Lake, Jr., President  
Clair Dean, Secretary  
Kathryn Frederick, Ph.D., Trustee  
Bob Steel, Trustee

Jeffrey Holbrook, Vice President  
Ronald Lanford, DVM, Treasurer  
Kristin Lyon-Welch, 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.

**The Coldwater Community Schools is an equal opportunity employer.**