

MSBA Executive Search Service



The St. Clair School District is seeking an exceptional leader to serve as **Superintendent**

St. Clair School is located in rural Blue Earth County in south central Minnesota. The school district serves the City of St. Clair and the townships of Alton, Decoria, LeRay, Mankato, McPherson, and Medo.

The school district is proud of its independent approach and ability to offer a wide range of academic and co-curricular opportunities for its students, including:

- ◆ Successful College-in-the-Schools program
- ◆ Supportive learning environment with small class sizes
- ◆ Effective use of technology to provide learning opportunities for students

The school district operates its own food service program and contracts its transportation service to an outside vendor.

By the Numbers

- ◆ Student Enrollment: 683
- ◆ Licensed Staff Members: 56
- ◆ Non-licensed Staff Members: 38
- ◆ Principals: 2
- ◆ School Buildings: 1
- ◆ Open Enrollment: Net gain approximately 46%
- ◆ Graduation rate: 100% for the past 3 years
- ◆ Over 13 years, \$2,400,000 in college tuition savings for families
- ◆ A 6-member school board is elected to serve 4-year terms

Application Deadline

To be considered for this position, an applicant's completed file must be received by MSBA prior to 11:59 p.m. on January 10, 2020.

About the Community

St. Clair School is located in the City of St. Clair. The area offers the best of both worlds — a close-knit, small, rural community, and all the amenities of a nearby larger regional center. The school area's economy is fueled by farming and other agriculture-based businesses. District features include:

- ◆ City of Mankato is located within a short drive
- ◆ Strong parent and community support of the school district
- ◆ Community of choice for many school district alumni

Search Timeline

Announce Vacancy	October 11, 2019
Application Deadline	January 10, 2020
Applicant Screening	January 14-21, 2020
First Round Interviews	January 23-24, 2020
Second Round Interviews	January 31, 2020
Approve Contract	February 11, 2020
Superintendent Begins	July 1, 2020

Maximizing learning for all, in order to thrive in an ever-changing world.

Leadership Profile

The St. Clair School Board seeks a community-oriented candidate with proven leadership skills and abilities - someone who works well with others, has a proven track record of visibility in the school and community, and is an effective communicator. The school board is committed to finding a candidate who:

- ◆ Acts with honesty and in an ethical manner in dealings with the school board, staff, and community
- ◆ Familiar with State and Federal education laws
- ◆ Develops and directs an effective leadership team
- ◆ Works cooperatively with the school board and provides options and recommendations for consideration
- ◆ Mediates and accommodates different perspectives and values
- ◆ Successful experience in curriculum development and instructional oversight
- ◆ Knowledge of school finance, negotiations, and the collective-bargaining process

Salary and Benefits

A competitive compensation package, with a minimum salary of \$120,000, will be negotiated commensurate with experience and qualifications. The contract length is negotiable as provided in Minnesota statute.

District Financial Highlights

- ◆ General Fund Revenue: \$7,324,234
- ◆ General Fund Expenditures: \$7,207,776
- ◆ Unreserved Fund Balance: \$430,095
- ◆ Total General Fund Balance: \$625,815

Screening Team

A team from the Minnesota School Boards Association's Executive Search Service has been selected to assist the school board in securing and screening applicants. The team will be facilitated by Sandy Gundlach, Director of School Board Services, and Barb Dorn, Director of Leadership Development and Executive Search.

Deadline and Selection

MSBA's Executive Search Service uses an online application process. Applicants begin the application process at www.applitrack.com/msba/onlineapp. Applicants will need to establish a username and password to log on. To be considered for this position, an applicant's completed file must be received by MSBA prior to 11:59 p.m. on January 10, 2020, and must include the completed online application and the following uploaded documents:

- ◆ Cover letter indicating a desire to be a candidate for the St. Clair School Superintendent
- ◆ Legal proof or other evidence (i.e. certificate/license) showing the candidate's qualification to be a superintendent in the state of Minnesota
- ◆ Set of up-to-date credentials, including a resume, at least three letters of recommendation, and a copy of the candidate's official transcript (s)
- ◆ Upon hire, original application materials must be submitted to the district

Contact Sandy Gundlach at 507-469-9728 (sgundlach@mnmsba.org) or Barb Dorn at 507-508-5501 (bdorn@mnmsba.org) with any questions. Please mark any correspondence and/or envelopes "St. Clair School Superintendent Search."

Applicants are requested to not contact school board members unless called for an interview.

St. Clair School is an equal opportunity employer. The MSBA Executive Search Service is an equal opportunity search agency.

Deadline to apply: January 10, 2020