

# MSBA Executive Search Service

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## Hermantown Community Schools (ISD 700) is seeking an exceptional leader to serve as **Superintendent**

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Hermantown Community School District's main office is located in the city of Hermantown. The school district is proud of its wide range of academic and co-curricular opportunities for its students, including:

- ◆ Newly remodeled and new facilities for all learners Pre-K through twelfth grade
- ◆ Consistently high graduation rates
- ◆ Recently completed strategic plan
- ◆ Fiscally-sound
- ◆ Recently added programming in computer science (high school), foreign language (middle school,) and STEM (elementary school)
- ◆ Strong parent involvement

The school district operates its own transportation and food programs.

### By the Numbers

- ◆ Student Enrollment: 2,126
- ◆ Licensed Staff Members: 125
- ◆ Non-licensed Staff Members: 200
- ◆ Principals: 4
- ◆ Deans: 2
- ◆ Activities Director: 1
- ◆ School Buildings: 4
- ◆ District office: Superintendent, Business Manager, and Superintendent's Administrative Assistant
- ◆ Square-miles: 92
- ◆ 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 20, 2020.

### About the Community

Hermantown Community Schools is located in St. Louis County in northeastern Minnesota. The area is known for its rural, small-town atmosphere located near major retail and entertainment options. A variety of health care, professional services, and retail is located nearby:

- ◆ Growth-oriented city leadership
- ◆ Strong sense of community pride
- ◆ Close proximity to the city of Duluth
- ◆ Healthy business/economic development
- ◆ Gateway to northern Minnesota's vacation and lakes country
- ◆ Strong parental and community support

### Search Timeline

Announce Vacancy	November 22, 2019
Application Deadline	January 20, 2020
Applicant Screening	January 21-29, 2020
First Round Interviews	Jan 31 - Feb 1, 2020
Second Round Interviews	February 6, 2020
Approve Contract	February 10, 2020
Superintendent Begins	July 1, 2020

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**"Inspiring continuous growth for all"**

# Leadership Profile

The School Board of Hermantown Community Schools seeks an experienced school administrator with proven leadership skills and abilities — someone who has the vision and desire to work with the staff and School Board to implement the school district’s strategic plan. The School Board is committed to finding a candidate who:

- ◆ Has the ability to develop and direct an effective leadership team
- ◆ Acts with honesty and in an ethical manner in dealings with the School Board, staff, and community
- ◆ Delegates authority while maintaining accountability
- ◆ Has a record of visibility in the School District and accessibility to the School Board, staff, students, parents, and community
- ◆ Is a people person with proven abilities in human relations and communications
- ◆ Values collaboration and can effectively mediate and accommodate different perspectives
- ◆ Follows the educational philosophy established by the School Board, and which reflects the values of the community

## Salary and Benefits

The current superintendent’s base salary for the 2019-2020 school year is \$130,840. The final salary will be negotiated commensurate with experience and qualifications. The contract length is negotiable as provided in Minnesota statute.

## District Financial Highlights

- ◆ General Fund Revenue: \$22,686,896
- ◆ General Fund Expenditures: \$20,705,921
- ◆ Unreserved Fund Balance: \$ 3,247,474
- ◆ Total General Fund Balance: \$13,433,975

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## Deadline and Selection

The Minnesota School Boards Association’s Executive Search Service has been selected to assist in this search. MSBA uses an online application process, and applicants may begin the process of applying at [www.applitrack.com/msba/onlineapp](http://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 20, 2020, and must include the completed online application and the following uploaded documents:

- ◆ Cover letter to be a candidate for the Hermantown Community Schools 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, originals must be submitted to the school district

MSBA’s Executive Search team is available for questions. Please contact Terry Quist at 320-815-8254 ([tquist@mnmsba.org](mailto:tquist@mnmsba.org)) or Barb Dorn at 507-508-5501 ([bdorn@mnmsba.org](mailto:bdorn@mnmsba.org)), and mark any correspondence and/or envelopes with “Hermantown Superintendent Search.”

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

Hermantown Community Schools is an equal opportunity employer. The MSBA Executive Search Service is an equal opportunity search agency.

**Deadline to apply: January 20, 2020**