

Superintendent of Sanilac Intermediate School District

Deadline: Thursday, September 19, 2024

District/Organization: Sanilac Intermediate School District

Position/Type: Superintendent/CTE Principal, Full Time

Salary: Not less than: \$130,000 with a Competitive Benefits Package Commensurate with Certifications, Experience and Qualifications

Position Details Sanilac Intermediate School District

The Sanilac Intermediate School District Board of Education is seeking a Superintendent/ CTE Principal to begin work December 1, 2024.

The Board of Education is seeking a superintendent who is a strong leader with an extensive background in 6-12 education and knowledgeable of Career, Technical and Special Education. And, who will be an effective communicator with staff/community. This educational leader will actively work with the Board and community to set and reach goals, be an instructional leader, and be a creative problem solver. The new superintendent should be ethical, honest, knowledgeable, and friendly.

QUALIFICATIONS:

- Ability to perform duties with awareness of all district requirements and Board of Education policies
- Ability to write reports, business correspondence, and produce manuals. Ability to effectively present information and respond to questions from groups, staff, parents, and the general public
- Administrative Experience Required/Local Superintendent Experience Preferred
- Demonstrated knowledge of budget and finance as it pertains to Michigan Intermediate School Districts and knowledge of “flow-through” revenue
- Demonstrated leadership skills in planning, instruction, decision-making, supervision, conflict resolution, evaluation and public relations
- Valid Michigan Administrator Certificate Required
- Master’s Degree or above with emphasis in Education Administration or Related Field
- Valid Michigan Teaching Certificate Preferred
- Must meet all State of Michigan Administrator Continuing Education Requirements
- Strong interpersonal skills to communicate verbally and in writing to wide variety of audiences

RESPONSIBILITIES:

As per MCL 380.653

Superintendent as executive officer of board; powers and duties generally:

- The intermediate superintendent shall be the executive officer of the intermediate school board and shall:
- Put into practice the educational policies of the state and of the intermediate school board.

- Recommend in writing all employees.
- Suspend an employee for cause until the intermediate school board considers the suspension.
- Supervise and direct the work of assistants and other employees of the intermediate school board.
- Examine and audit the books and records of a constituent district when directed to do so by the state board.
- Perform duties the state board and the intermediate school board prescribe, make reports as may be required by the state board, and at the close of his term of office deliver all records, books, and papers belonging to the office to the intermediate superintendent's successor.
- Examine in constituent districts not employing a superintendent the statements of taxes to be raised by the constituent districts required by law to be filed with the township clerk and the county board of commissioners at the October session of the board, and notify the secretary of the board of a constituent district that fails to file tax statements required by law, or has failed to qualify for state school aid.
- Make written reports to the boards of constituent districts in regard to all matters pertaining to the educational interests of the districts.

Sanilac Intermediate School District Mission Statement

The Sanilac Intermediate School District exists for the purpose of providing educational and support services to its varied constituencies. It is our goal as a service agency to be both comprehensive and flexible as we seek to deliver services based on the ever-changing needs of those we serve. Through these efforts, it is our pledge to work diligently to improve the quality of life of all area residents.

Sanilac Intermediate School District Constituent Districts:

Brown City, Carsonville-Port Sanilac, Croswell-Lexington, Deckerville, Marlette, Peck, Sandusky

Sanilac County Description

Sanilac County is a county located in the Thumb region of the U.S. state of Michigan. As of the 2020 Census, the population was 40,611. The county seat is Sandusky. The county was created on September 10, 1822, and was fully organized on December 31, 1849.

Sanilac County is considered to be part of the Thumb of Michigan, a subregion of the Flint/Tri-Cities. Sanilac County enjoys seasonal tourism in towns such as Lexington, Port Sanilac, and Carsonville. Sanilac County is economically attached to St. Clair County and Huron County and is largely composed of nearly flat areas of rich soil.

Salary and Contract Information

The district will offer a competitive wage and benefit package that is Commensurate with Certifications, Experience and Qualifications of the candidate chosen as the next Superintendent.

Application Procedure

Interested candidates may apply through email or hard copy materials to:

Lawrence R. Kroswek, Search Consultant
c/o Julie Orchard, Administrative Assistant
Sanilac Intermediate School District
175 East Aitken Road
Peck, MI 48466
jorchard@sanilacisd.org

Completed applications must be submitted no later than 4:00 pm on Thursday, September 19, 2024 and must include:

A Letter of Application

Resume

Official Transcripts

Three Current Letters of Recommendation (within the last 12 months)

List of Professional References

Application Packets must be complete in order to be invited to interview

Candidates are asked NOT to reach out to board members directly.

Questions and further information concerning the Superintendent Search Process is available from:

Lawrence R. Kroswek, Search Consultant
lkroswek@sanilacisd.org

Tentative Search Timeline

Posting: Tuesday, August 20, 2024

Application Deadline: Thursday, September 19, 2024 @ 4:00 pm

Candidate Applications Review by Board: Monday, September 23 @ 5:30 pm

First Round Interviews: Monday, September 30 and Wednesday, October 2, 2024 @ 6:00 & 7:30 pm

Site Visits (if needed): Thursday, October 3 and Friday, October 4, 2024

Two Final Candidates Visit to Sanilac Intermediate School District TBD

Second Round Interviews: Wednesday, October 9, 2024

Board Appoint of Superintendent (pending successful Criminal History Records Check and Verification of Credentials): Monday, October 21, 2024

Start Date: Monday, December 2, 2024