

MSBA Executive Search Service



Intermediate School District 917 is seeking an exceptional leader to serve as **Superintendent**

Intermediate School District 917 is one of four intermediate school districts in Minnesota created by the state legislature in the late 1960s. The ISD 917 School Board was organized in March of 1970, and is comprised of one board member from each of the nine member school districts. Currently, member districts include Bloomington, Burnsville/Eagan/Savage, Farmington, Hastings, Inver Grove Heights, Lakeville, Randolph, South St. Paul, and West St. Paul/Mendota Heights/Eagan.

Points of pride for ISD 917 include:

- ◆ Highly responsive to the needs of our member school districts, including development of infrastructure, programs and services
- ◆ Collaborative and cooperative relationships with member district leadership teams and superintendents
- ◆ Exponential growth in special education
- ◆ Well-managed and with a long history of responsible fiscal management; stable and long-standing business office staff
- ◆ Talented and capable district staff and leadership team
- ◆ School Board members representing the nine member districts are experienced, efficient, and empathetic

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 March 16, 2021

Leadership Profile

ISD 917's School Board seeks a superintendent who:

- ◆ Has broad experience in school system administration with knowledge of career/technical and special education
- ◆ Develops trust and works collaboratively with diverse groups of stakeholders, including others in leadership positions
- ◆ Possesses strong written, verbal, listening, and digital communication skills
- ◆ Has the ability to anticipate future trends and issues affecting career/technical and special education
- ◆ Is visible and accessible to the School Board, staff, students, parents, and communities
- ◆ Has proven experience with equity leadership challenges and opportunities
- ◆ Understands and advocates for students and families who access Alternative Learning Centers for academic success
- ◆ Develops and directs an effective leadership team
- ◆ Has knowledge of and experience with the Minnesota legislative process, and is proficient in conveying to legislators the needs of career/technical and special education

Search Timeline

Announce Vacancy	February 12, 2021
Application Deadline	March 16, 2021
Applicant Screening	March 17 - 23, 2021
First Round Interviews	March 25 and 26, 2021
Second Round Interviews	March 29, 2021
Approve Contract	April 6, 2021
Superintendent Begins	July 1, 2021

Additional Information

Intermediate School District 917 has 10 programs and three care and treatments across 27 sites. This includes three leased spaces, one owned, and agreements with other entities for the remainder of occupied spaces. Additional district statistics are provided below:

- ◆ Student enrollment: 1,937
- ◆ Licensed staff members: 228
- ◆ Non-licensed staff members: 290
- ◆ Principals/Assistant Principals/Deans: 14
- ◆ Full-time District administrative staff: 21
- ◆ A nine-member board is appointed to represent each of the member school districts
- ◆ ISD 917 contracts out for both food service and transportation services

School District Mission

ISD 917 serves as a quality, cost-effective resource for member school districts committed together to success and equity for all learners.

Salary and Benefits

The current superintendent's base salary for the 2020-2021 school year is \$198,459.

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:	\$44.6 million
◆ General Fund Expenditures:	\$45.0 million
◆ Unreserved Fund Balance:	\$9.76 million
◆ Total General Fund Balance:	\$9.74 million

Screening Team

A team from the Minnesota School Boards Association has been selected to assist the School Board in securing and screening applicants. The search team will be facilitated by Barb Dorn, MSBA 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 mnmsba.myrevelus.com. 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 March 16, 2021, and must include the completed online application and the following uploaded documents:

- ◆ Cover letter indicating a desire to be a candidate for the Intermediate School District 917 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, three to five letters of recommendation, and a copy of the candidate's transcript(s).
- ◆ Upon hire, official transcripts must be submitted to the school district.

Contact Barb Dorn at 507-508-5501 (bdorn@mnmsba.org) with questions. Please mark any correspondence and/or envelopes "Intermediate School District 917 Superintendent Search."

Applicants are requested not to contact school board members.

Intermediate School District 917 is an equal opportunity employer. The MSBA Executive Search Service is an equal opportunity search agency.

Deadline to apply: March 16, 2021