



Branch Intermediate School District

APPLICATIONS DUE APRIL 29, 2025

BRANCH INTERMEDIATE SCHOOL DISTRICT

The Board of Education for the Branch Intermediate School District is in search of a new superintendent to replace Kris Jenkins who is retiring after seven years of exemplary service to the organization. This is an outstanding opportunity for the right candidate to make an impactful difference while working for a top-quality, educational organization.

The Branch Intermediate School District office is in Coldwater, Michigan which is situated about 15 minutes north of the Indiana state line. Coldwater is located along I-69, approximately 2 hours west of Detroit and 2.5 hours east of Chicago. The area is largely rural/agricultural with a solid business and industrial presence. Additional information on the area can be found at the Chamber of Commerce website at coldwaterchamber.com.

The Branch Intermediate School District serves the school districts of Coldwater Community Schools, Quincy Community Schools, Bronson Community Schools, and Pansophia Academy. In all, more than 5,000 students in local districts are served. The ISD operates the Branch Area Career Center, the Waldron Learning Center (a facility for students with moderate to severe impairments), the Dorothy Legg Learning Center, and the Pathways to Independence Program (young adults). In addition, the Branch Intermediate School District offers Adult Education classes and Early Education programs in locations across Branch County. The district maintains strong partnerships with the neighboring ISDs of Calhoun and Barry counties, the Kalamazoo and Wayne Regional Educational Service Agencies, and Kellogg Community College.

Please read the letter from Superintendent Jenkins to potential applicants which can be found with the posting.

District Website: branch-isd.org

DISTRICT DATA:

- Current Enrollment: 5,596
- Teachers: 94
- Administrators: 34
- Paraprofessionals: 127
- Clerical: 9
- Support Staff/Other Staff: 49
- Adult Education Staff: 17
- Operating Millage: .1689
- Special Education Millage: 3.7654
- Vocational Education Millage: 4.1459
- Budget:

General Fund

- Revenue: \$9,310,224
- Expense: \$9,157,780
- Projected Fund Balance: \$2,811,577

Special Education

- Revenue: \$20,693,129
- Expense: \$21,496,055
- Projected Fund Balance: \$6,700,804

Vocational Education

- Revenue: \$9,138,122
- Expense: \$8,478,773
- Projected Fund Balance: \$7,023,970



Mission Statement:

Our mission is to ensure life-long learning opportunities to students and citizens in our service area. We will provide leadership in cooperation with other local, regional, and state educational service agencies, as well as the private sector, to facilitate the effective and efficient delivery of high quality programs and services.



SEEKING:

SUPERINTENDENT

SALARY & BENEFITS:

The Board will offer a comprehensive, multi-year contract. Compensation will be commensurate with experience of the successful candidate within the Board approved salary range for the 2025-2026 year. This range begins at \$161,859 (Step 1) and has a maximum salary of \$171,197 (Step 4).

APPLICATION PROCEDURE

APPLICATIONS DUE April 29, 2025

Interested candidates should complete and submit an online application found at <https://masb.myrevelus.com/>.

Completed online applications must be submitted no later than 4:00 pm on **April 29**. No “hard copy,” fax or emailed copies accepted. If requested by the candidate, materials will be treated confidentially through the screening process. Candidate names will become public at the time an interview is scheduled.

Candidates are asked to not contact board members directly. All questions regarding the search should be directed to Mark Dobias, Consultant, Michigan Association of School Boards, at 269.532.0543 or mrdobias@gmail.com.

QUALIFICATIONS:

- Minimum of a Master’s Degree in Educational Administration or related field
- Must possess Administration Certification in Michigan or can obtain
- At least five years’ experience in a high-level leadership position in a school environment
- A deep knowledge of vocational education, special education, early childhood education and adult education
- Understanding of the core functions of an ISD and the unique role of the ISD superintendent

PERSONAL TRAITS & CHARACTERISTICS:

- Passionate about students
- Decisive; firm but fair
- Inviting, approachable, relational
- Honest and ethical
- Hands-on
- Collaborative
- Transparent
- Kind
- Sense of humor

BOARD OF EDUCATION (Tenure)

Kenneth Norton, President (27 years)
Chantal Paxton, Vice President (12 years)
John Bolton, Secretary (8 years)
Brian Ely, Treasurer (2 years)
Kerri Jakubczak, Trustee (2 years)

PREFERRED EXPERIENCES:

- Partnership building
- Strategic planning
- Public relations
- Human Resources, supervision, and evaluation
- Ascended to leadership “through the ranks”
- Previous ISD experience is valued.

PROFESSIONAL SKILLS:

- Makes decisions with “what’s best for kids” mindset
- Recognizes, affirms, and values staff
- Exceptional communication skills
- Responsive to constituent concerns, follows-through, and provides feedback
- Ability to identify common goals and lead colleagues to attainment
- Visible and accessible
- Seeks to raise professional expertise in self and others
- Has a basic understanding of Intermediate School District finances

SEARCH TIMELINE



Application deadline

April 29, 2025 @ 4 p.m.



Selection of candidates to interview

May 7, 2025



First round interviews

May 13 & 14, 2025



Second round interviews/ First opportunity for board selection of superintendent

May 21 & 22, 2025



Board visitation (if necessary)

TBD



Second opportunity for board selection of superintendent

TBD



Start date

July 1, 2025

APPLY ONLINE AT: masb.myrevelus.com

Questions should be directed to:

Michigan Association of School Boards | Lansing, MI 48917

📞 269.532.0543 📧 mrdobias@gmail.com

Please do not contact the Board or District directly.

