



BURR OAK COMMUNITY SCHOOLS

JOB POSTING

The Board of Education of Burr Oak Community Schools is in search of a new superintendent to begin July 1. This is an outstanding opportunity for the right candidate to make an impactful difference working for a small, close-knit district where the school is the centerpiece of the community.

DISTRICT MISSION

Burr Oak Community Schools is dedicated to providing a platform for quality, 21st century education for all students and is committed to developing lifelong learners who will value themselves, contribute to their community, and achieve individual successes that will inspire others in an ever-changing world.

PROFILE OF THE IDEAL CANDIDATE FOR THE POSITION OF SUPERINTENDENT OF SCHOOLS

OVERVIEW

The next Superintendent of Burr Oak Community Schools will be a strong, relational leader who will collaborate with the Board of Education, staff, community members, and parents to ensure that top-quality educational opportunities are in place to promote student success.

QUALIFICATIONS

- Minimum of a Master's Degree is desired
- Must possess Administration Certification in Michigan or can obtain
- Significant experience in a high-level leadership position (The Board will consider applicants with a background other than education.)
- Ability to learn and develop a deep knowledge of essential educational functions

PREFERRED EXPERIENCES

- Hiring, accountability and evaluation
- Success in leading an organization or team towards successful achievement of organizational goals
- Effective communication in a variety of modes
- History of collaboration and consensus building, but firm in decision-making

PROFESSIONAL SKILLS

- Transparent
- Honest and ethical
- Willing to articulate and confront uncomfortable truths
- Direct and straightforward
- Problem solver
- Strategic thinker
- Models accountability and high-standards
- Follows through on decisions

PERSONAL TRAITS AND CHARACTERISTICS

- People person
- Agile
- Inviting, approachable, relational
- Sense of humor
- Results driven
- Visible
- Holds self to high standards
- Listens

Location – Burr Oak, located in southwest Michigan, is a small, rural village in St. Joseph County. Burr Oak is known for its quaint, peaceful atmosphere and historic downtown district with many refurbished buildings dating to the 1800s. The area boasts an abundance of lakes which provide wonderful opportunities for fishing, boating and recreation.

Burr Oak is situated approximately halfway between Detroit and Chicago, about 45 minutes southeast of Kalamazoo and 35 minutes north of Fort Wayne. The district serves approximately 390 students through a mix of in-person and virtual instruction.

The district enjoys excellent Dual-Enrollment participation in partnership with Glen Oaks Community College and a large number of students attend classes through the St. Joseph County Career Consortium.

District – Burr Oak Community Schools has a long-standing history of pride and educational accomplishment. It is a district that promotes high degrees of participation in extracurricular activities and offers athletic teams where any willing student can participate. The district has extremely low student to teacher ratios, with the largest class having 17 students. Burr Oak is a district where students are well-known by caring staff who pay careful consideration to the welfare of every learner. Also, the

district offers onsite daycare, an attractive feature for those young families looking for a place to establish roots in a safe community.

District Website-<https://www.burroakcs.org/>

Board of Education (tenure)

Britta Baxter, President (4 years)

Nicole Persinger, Vice President (13 years)

Jeanne Root, Secretary (3 years)

Ken Krayner, Treasurer (.5 years)

Terry Conklin, Trustee (4 years)

T. J. Baxter, Trustee (1 year)

Lanette Conklin, Trustee (new)

District Data:

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|--------------------------------|------------------------------------|
| ● Enrollment | |
| In-person-221.32 | |
| Virtual-169.92 | |
| ● Teachers-18 (onsite) | |
| ● Administrators-3 | |
| ● Support Staff/Other staff-19 | |
| ● Operating Millage-18 mills | |
| ● Sinking Fund-2.96 mills | |
| ● Taxable Value-\$17,532,687 | |
| | ● Budget |
| | General Fund |
| | Revenue \$9,931,257 |
| | Expense \$6,408,003 |
| | Projected Fund Balance \$3,523,254 |

7

Salary and Contract Information

The Board will offer a comprehensive, multi-year contract. Compensation will be commensurate with experience of the successful candidate, with a starting salary between \$100,000-\$115,000.

Application Procedure

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 **May 27**. 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.

Search Timeline

Action	Date
Application deadline	May 27
Selection of candidates to interview	June 2
First round interviews	June 9, 10
Second round interviews/First Opportunity for Board Selection of Superintendent	June 16
Board visitation (if necessary)	TBD
Second Opportunity for Board Selection of Superintendent	TBD
Start date	July 1