

# MSBA Executive Search Service

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## Ortonville Public Schools is seeking an exceptional leader to serve as **Superintendent**

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Ortonville Public Schools is located in rural Big Stone County in west central Minnesota. The school district serves the cities of Ortonville, Bellingham, and Odessa, and grades 9-12 students from Big Stone City, South Dakota.

The school district is proud of its academic programming and range of academic and co-curricular opportunities for its students, including:

- ◆ Drama and arts programming
- ◆ Supportive learning environment with small class sizes
- ◆ Effective use of technology to provide learning opportunities for students
- ◆ Tiny Trojans child care provides exceptional care for school age children
- ◆ Trojan Clinic is partnered with OAHS, and has a nurse on staff every day

The school district operates its own food service and transportation programs.

### By the Numbers

- ◆ Student Enrollment: 480
- ◆ Licensed Staff Members: 46
- ◆ Non-licensed Staff Members: 60
- ◆ Principals: 2
- ◆ District Office: Full-time Superintendent, Superintendent's Administrative Assistant, Accounts Payable, and Business Manager
- ◆ School Buildings: 1
- ◆ Graduation rate: 99% (2021)
- ◆ 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 February 8, 2022.

### About the Community

Ortonville Public Schools is located in the City of Ortonville. Ortonville is located at the southern tip of Big Stone Lake, along the border with South Dakota. The close-knit, small, rural community is known for its range of outdoor activities, including hunting, fishing, and snowmobiling, among others. The school area's economy is fueled by farming and other agriculture-based businesses. Community features include:

- ◆ Big Stone Lake State Park located nearby,
- ◆ Strong parent and community support of the school district, and
- ◆ Active arts community.

### Search Timeline

Announce Vacancy	December 27, 2021
Application Deadline	February 8, 2022
Applicant Screening	February 14, 2022
First Round Interviews	February 16 & 17, 2022
Second Round Interviews	February 23, 2022
Approve Contract	Feb/March TBD, 2022
Superintendent Begins	July 1, 2022

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## Leadership Profile

The Ortonville School Board seeks a community-oriented candidate with proven leadership skills and abilities — a “go-getter” with a track record of visibility in the school and community — an effective collaborator who can get things done. The school board is committed to finding a candidate who:

- ◆ Works cooperatively with the school board and provides options and recommendations for consideration
- ◆ Has a thorough knowledge of and successful experience in school finance
- ◆ Acts with honesty and in an ethical manner in dealings with the school board, staff, and community
- ◆ Is a “people person” with proven abilities in human relations and communications
- ◆ Has the ability to direct and develop an effective leadership team, and delegate authority while maintaining accountability
- ◆ Has a thorough knowledge of and successful experience in school district management and educational leadership

## Salary and Benefits

The current superintendent’s base salary for the 2021-2022 school year is \$120,360. 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: \$7,648,503
- ◆ General Fund Expenditures: \$7,605,865
- ◆ Unreserved Fund Balance: \$1,444,628
- ◆ Total General Fund Balance: \$1,860,716

## Screening Team

The Minnesota School Boards Association Executive Search Service (MSBA) has been selected to assist the School Board in securing and screening applicants. The search team will be led by Gary Lee, MSBA Deputy Executive Director.

## District Mission

**Ensuring the future by creating lifelong learners.**

### Deadline and Selection

MSBA’s Executive Search Service uses an online application process. Applicants begin the application process at [mnmsba.myrevelus.com](https://mnmsba.myrevelus.com). To be considered for this position, an applicant’s completed file must be received by MSBA prior to 11:59 p.m. on February 8, 2022.

Contact Gary Lee at 507-779-8117 ([glee@mnmsba.org](mailto:glee@mnmsba.org)) with questions. Please mark any correspondence and/or envelopes “Ortonville Public Schools Superintendent Search.”

Applicants are requested not to contact school board members.

Ortonville Public Schools is an equal opportunity employer. The MSBA Executive Search Service is an equal opportunity search agency.

**Deadline to apply: February 8, 2022**