

MSBA Executive Search Service



Thief River Falls Public Schools is seeking an exceptional leader to serve as **Superintendent**

Thief River Falls Public School District is located in northwestern Minnesota and covers 470 square miles. The district serves the communities of Thief River Falls and St. Hilaire, and offers a full variety of academic and co-curricular activities for its students. Points of Pride include:

- ◆ Focus on kids come first
- ◆ Small classroom sizes
- ◆ 1:1 technology
- ◆ Variety of class and extracurricular offerings
- ◆ Strong social emotional learning program
- ◆ Dedicated and student-centered staff that goes above and beyond for students across all grade levels
- ◆ One of the largest education foundations in the state - 2021 awards included \$298,000 in grants and \$68,500 in scholarships for seniors
- ◆ On average 30,000 volunteer hours per year support student learning and activities
- ◆ Strong College in the Schools and PSEO opportunities, including a partnership with NCTC (Northland Community & Technical College) in Thief River Falls

The school district operates its own food service program as well as transportation services.

By the Numbers

- ◆ Student enrollment: 1,900
- ◆ Licensed staff members: 158
- ◆ Non-licensed staff members: 172
- ◆ Principals/Assistant Principals: 3 / 3
- ◆ Full-time Central Office staff: 11
- ◆ District buildings maintained: 4
- ◆ A 7-member School Board serves the district through 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 May 8, 2022

About the Community

The area surrounding Thief River Falls provides multiple activities for a variety of individual and family interests. Winding rivers and scenic prairies offer numerous opportunities for adventure, and the area prides itself on its exceptional schools and safe neighborhoods. Community highlights include:

- ◆ Small town living with big city opportunities
- ◆ An abundance of outdoor opportunities such as fishing, snowmobiling, golf, cross-country skiing, kayaking, and hunting
- ◆ The Agassiz National Wildlife Refuge offers 61,500 beautiful and diverse acres to explore
- ◆ The seven-mile River Walk is a scenic historic biking or hiking trail along our two rivers
- ◆ A thriving local economy fueled by manufacturing, farming, agribusinesses, and both large and small businesses provide ample employment opportunities

Search Timeline

Announce Vacancy	April 14, 2022
Application Deadline	May 8, 2022
Applicant Screening	May 9-16, 2022
First Round Interviews	May 18, 2022
Second Round Interviews	May 26, 2022
Approve Contract	May 31, 2022
Superintendent Begins	July 1, 2022

DISTRICT MISSION: Any Goal, Any Opportunity, Anytime, Anywhere for Anyone.

Leadership Profile

The Thief River Falls School Board seeks a superintendent with proven leadership skills who:

- ◆ Acts with honesty and in an ethical manner with all stakeholders, including the School Board, staff, students, parents, and community
- ◆ Is a “people person” with proven abilities in human relations and communications
- ◆ Develops trust and works collaboratively with diverse groups of stakeholders
- ◆ Is visible and accessible to the School Board, staff, students, parents, and community
- ◆ Works cooperatively with the School Board; provides options and recommendations
- ◆ Promotes business and community involvement in the schools

Previous superintendent experience preferred, but not required.

Salary and Benefits

The current superintendent’s base salary for the 2021-2022 school year is \$144,000. 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: \$ 23,538,688
- ◆ General Fund Expenditures: \$ 23,333,952
- ◆ Unreserved Fund Balance: \$ 3,433,660
- ◆ Total General Fund Balance: \$ 6,072,196

Screening Team

A team from the Minnesota School Boards Association’s Executive Search Service (MSBA) has been selected to assist the School Board in securing and screening applicants. The search team will be led by Lee Warne, MSBA Service Provider.

Deadline and Selection

MSBA’s Executive Search Service uses an online application process. Applicants begin the application process at 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 May 8, 2022.

Contact Lee Warne at 507-828-2468 (lwarne@mnmsba.org) with questions. Please mark any correspondence and/or envelopes “Thief River Falls Superintendent Search.”

Applicants are requested to not contact school board members.

Thief River Falls Public Schools is an equal opportunity employer. The MSBA Executive Search Service is an equal opportunity search agency.

Deadline to apply: May 8, 2022