

MSBA Executive Search Service



**St. Charles Public Schools
is seeking an exceptional leader
to serve as**

Superintendent

St. Charles Public Schools is located in southeastern Minnesota between Rochester and Winona. The district covers 132 square miles and serves the communities of St. Charles, Elba, and Utica. District Points of Saints Pride include:

- ◆ Newly remodeled facilities including:
 - ◆ High school science wing
 - ◆ High school gymnasium
 - ◆ Elementary and high school food service
 - ◆ Elementary and high school HVAC
- ◆ Dedicated, intelligent, kind, and caring staff
- ◆ Strong CTE course content
- ◆ Excellent CIS and AP course offerings
- ◆ Recently developed 2023-26 Strategic Plan
- ◆ Growing Community Education programming for all ages
- ◆ Welcoming community for new students
- ◆ District focus on helping every student find their “niche” both inside and outside the classroom
- ◆ Utilizes student data to direct the actions of its professional learning communities
- ◆ Turf track and soccer field
- ◆ School-Age Child Care program
- ◆ Strong partnerships with the City of St. Charles and St. Charles Park and Rec
- ◆ Access to outdoor classrooms

The school district operates its own food service program and contracts out for transportation, business management and AP services.

By the Numbers

- ◆ PK-12 Student enrollment: 1,031
- ◆ Licensed staff members: 73
- ◆ Non-licensed staff members: 83
- ◆ Principals: 2
- ◆ Full-time Central Office staff: 2
- ◆ District buildings maintained: 2

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 10, 2024.

About the Community

Nestled in rolling hills and valleys, St. Charles is a welcoming , multi-cultural community blended with old roots and new families. The location offers both big city conveniences and all the advantages of small-town living with strong agricultural and rural connections. Additional highlights of the area include:

- ◆ Close proximity to Whitewater State Park with rugged hiking trails to scenic bluffs, excellent summer and winter trout fishing, year-round programs and events, and spectacular spring wildflowers
- ◆ Vibrant main street and scenic residential areas
- ◆ Five city parks and an aquatic center that features a 181 ft. waterslide, lap swim lanes, zero-depth entry, water features and more
- ◆ St. Charles Golf Course
- ◆ Located within 30 miles of six colleges
- ◆ Easy access to both Hwy 14 and I-90 provides quick commutes to either Winona or Rochester, a world-class health system, international airport, major employers, and additional shopping, dining, and recreation

Search Timeline

Announce Vacancy	January 8, 2024
Application Deadline	March 10, 2024
Applicant Screening	March 11-18, 2024
First Round Interviews	March 25 & 26, 2024
Second Round Interviews	April 2, 2024
Approve Contract	April 8,, 2024
Superintendent Begins	July 1, 2024

Leadership Profile

The St. Charles School Board seeks a superintendent who:

- ◆ Is visible and accessible to the School Board, staff, students, parents, and community members.
- ◆ Acts with honesty and in an ethical manner throughout the district and with all stakeholders.
- ◆ Has experience in school finance.
- ◆ Has proven abilities in human relations and communication.
- ◆ Delegates authority while maintaining accountability.
- ◆ Develops and directs an effective leadership team.

Previous superintendent experience preferred, but not required.

School District Mission

Involve and Challenge every student so they can Achieve at their highest levels.

District Financial Highlights

- ◆ General Fund Revenue: \$ 12,129,290
- ◆ General Fund Expenditures: \$ 12,171,075
- ◆ Unreserved Fund Balance: \$ (596,807)
- ◆ Total General Fund Balance: \$ 184,909

Salary and Benefits

A competitive compensation and benefits package, with a minimum salary of \$135,000, will be negotiated commensurate with experience and qualifications. Contract length is negotiable as provided in Minnesota statute.

Our Community's Priorities for the School District

- *Mental Health, Wellness, Safe & Healthy Schools*
- *Staffing & Professional Development*
 - *Safe & Effective Facilities*
 - *Student Opportunities through Excellence in Programming*
- *Community Partnerships & Parental Support*

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 Amy Jordan, MSBA Executive Search Specialist.

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 March 10, 2024.

Contact Amy Jordan at 507-479-9984 (ajordan@mnmsba.org) with questions.

Applicants are requested to not contact school board members.

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

Deadline to apply: March 10, 2024