

MSBA Executive Search Service



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

The St. James Public Schools is located in south central Minnesota and serves the communities of St. James, Ormsby, and La Salle. The school district offers a range of academic and co-curricular opportunities and innovative course offerings for students in a small school setting.

- ◆ Northside Elementary School implemented LETRS, Wit and Wisdom, and UFLI for literacy
- ◆ The school district's students and staff embrace and celebrate cultural and ethnic diversity
- ◆ Strong community support and pride for the school district
- ◆ Students benefit from the College-in-the-Schools opportunities saving valuable time and tuition

The school district contracts out for both transportation and food services.

Growth. Respect. Integrity. Thrive.

By the Numbers

- ◆ Student Enrollment: 1,160
- ◆ Licensed Staff Members: 95
- ◆ Non-licensed Staff Members: 110
- ◆ Principals: 2
- ◆ Dean of Students: 1
- ◆ Activities Director: 1
- ◆ Full-time Central Office Staff: 5
- ◆ School Buildings: 3
- ◆ Square Miles: 227

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 April 28, 2025.

About the Area

St. James is located in Watonwan County in south-central Minnesota. The close-knit, supportive community's economy is fueled by farming and other agriculture-based businesses. Additional highlights include:

- ◆ Located along Minnesota Highway 60,
- ◆ Easy access to Mankato (39 miles)
- ◆ Strong and supportive community and business partnerships
- ◆ County Seat of Watonwan County
- ◆ Diverse ethnic population
- ◆ New hospital facility in town
- ◆ Host of annual Railroad Days and Multicultural Fiesta

Search Timeline

Announce Vacancy	April 10, 2025
Application Deadline	April 28, 2025
Applicant Screening	Apr 10-May 6, 2025
Finalist Selection	May 6, 2025
First Round Interviews	May 12 & 14, 2025
Second Round Interviews	May 16, 2025
Superintendent Begins	July 1, 2025

Leadership Profile

The St. James School Board seeks a superintendent with strong leadership skills who:

- ♦ Exemplifies integrity and ethical standards across the district
- ♦ Maintains a prominent and approachable presence, ensuring effective communication with the school board, staff, students, parents, and community members
- ♦ Has skills in mediation and is adept at integrating varied perspectives while championing the principles of teamwork and collective effort
- ♦ Brings substantial knowledge of the management of school finances, ensuring fiscal responsibility
- ♦ Delegates responsibilities while upholding accountability and fosters trust to collaboratively engage with various groups and communities
- ♦ Demonstrates experience in executing strategic plans and possesses strong communication and interpersonal skills

Previous superintendent experience is preferred, but not required.

School District Vision

A lifetime of learning, growing, and succeeding together.

Salary and Benefits

A competitive compensation and benefits package, with a starting salary range of \$140,000 - \$165,000 will be negotiated commensurate with experience and qualifications. Contract length is negotiable as provided in Minnesota statute. Additional benefits available may include Health/Dental/Life/ LTD insurances, 403(b) contribution, Doctoral and National Certification incentives, among others.

School District Mission

A school community committed to supporting lifelong learning and fostering respect for all.

District Financial Highlights

- ♦ General Fund Revenue: \$17,239,659
- ♦ General Fund Expenditures: \$17,130,774
- ♦ Unreserved Fund Balance: \$2,802,437
- ♦ Total General Fund Balance: \$4,569,709

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 Associate Director of Leadership Development and Executive Search.

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 April 28, 2025.

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

Applicants are requested to not contact school board members.

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

Deadline to apply: April 28, 2025