

*An Invitation to Apply for the Position of
Superintendent*

***Monticello
Community
School District***



Monticello, Iowa

The Position

The Monticello Community School District Board of Education, Monticello, Iowa, is seeking a highly qualified and fully certified Superintendent. The Board wishes to have the successful candidate assume the responsibilities of the position July 1, 2016.

McPherson & Jacobson L.L.C. Recruitment and Development, has been engaged as the consultant in a search for outstanding candidates. They will assist the Board of Education in identifying and screening the candidates.

The Qualifications

The candidate must have the background, skills, and abilities essential for excellence in educational leadership. The Board recognizes that selecting a Superintendent is one of the most important decisions it will make. The Board has identified the following desired characteristics:

- Possess dynamic leadership skills and strives for excellence in curriculum. An organized professional who is a clear and critical thinker with the ability to sort through issues and make sound decisions.
- Expertise in funding, finance, and budgeting and possesses an understanding of human resource management and financial analysis that involves federal, state, and local funding and long-range planning.
- A visionary leader with good communication skills who is collaborative, approachable, and visible in the community and schools.
- An experienced leader who has high morals and ethical standards, places high value on personal integrity, is a successful problem solver, has common sense, understands how to influence change within an organization, and motivates others to a high level of performance.

The Community

City website: ci.monticello.ia.us

Monticello, Iowa is located in east central Iowa, halfway between Cedar Rapids and Dubuque on U.S. Highway 151. The population of Monticello is approximately 4,000.

Monticello has a diverse economy of agriculture and manufacturing. Major employers include: NCI, Oak Street Manufacturing, Polo Custom Products, Welter Storage Equipment, Frontier Feeds, Monticello Machine Shop, Inc., and Energy Manufacturing Company. The city also has many locally owned businesses.

Health care is provided locally by Jones Regional Medical Center, MercyCare Monticello, Unity Point Clinic, Monticello Nursing and Rehabilitation Center, Eastern Iowa Visiting Nurses and Home Health Care, Above and Beyond Home Health Care & Hospice Care, and Pennington Square Assisted Living. Hospital facilities are located in Anamosa, Cedar Rapids and Dubuque.

Monticello has numerous clubs and organizations that are active in the community, including the Eagles, Rotary, Lions, Boy Scouts, Girl Scouts, Camp Fire, Knights of Columbus, American Legion, Jaycees, Pheasants Forever, PEO, and numerous women's groups.

Recreational opportunities abound in the community. The Maquoketa River offers canoe trips, hiking and outdoor sports activities. The area has snowmobiling, sledding and cross country skiing available in the winter. Other attractions include parks, campgrounds, ice skating rink, golf club, fitness centers, bowling alley, library, a farmer's market, an airport, an Aquatic Center, Berndes Center, Riverside Gardens, Renaissance Center, and the Eastern Iowa Sports Facility.

Annual activities include the Great Jones County Fair, the O'Reilly Auto Parts Rod & Custom Car Show, numerous antique shows, and a Fourth of July celebration.

Higher educational opportunities are available from the Jones County Regional Education Center (JREC) which is part of Kirkwood Community College in Monticello, the University of Iowa in Iowa City, Coe College, Mt Mercy University, Kirkwood Community College, all in Cedar Rapids; Loras College, Clarke College and the University of Dubuque, all in Dubuque.



The Monticello Community School District has an enrollment of 1,096 students and includes the communities of Monticello, Scotch Grove, Langworthy, and Sand Springs. There are 187 staff members: 8 administrators, 85 certified teachers, and 94 non certified staff. The district covers 190 square miles and is accredited by the State of Iowa. The school district is housed in four buildings. Shannon Elementary, which includes grades PK-1st, Carpenter Elementary, which includes grades 2-4, Monticello Middle School, which includes grades 5-8, and Monticello High School, which includes grades 9-12. Recently a District facilities study was completed, and the Board would like to continue to move forward in improving our facilities.



Monticello Schools has several programs that support students within the school system. They include: a PK-12 articulated school counseling program, Gifted and Talented programming, English Learner and new comer program, English Learner Family Outreach, varied special education programs at every level, media and technology services, school nursing, Panther Academy wrap around child care, and a fully-inclusive, all day preschool program.

Monticello Schools received the State Teacher Leadership and Compensation Grant. With the money from this grant the district was able to add the following positions:



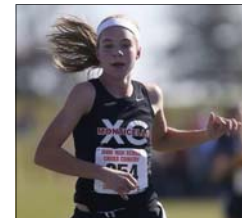
- 2 - 1.0 FTE Instructional Coaches, PK-4 & 5-8
- 1 – 1.0 FTE 9-12 Intervention Specialist
- 1 – 1.0 FTE PK-12 Behavioral Coach
- 3 - .5 FTE Technology Coaches
- 3 – stipend Authentic Intellectual Work (AIW) Coaches
- 12 - stipend Curricular Leads

High school students can take advanced placement classes on campus and through Iowa Learning Online as well as Post-Secondary Enrollment Options (PSEO) through Kirkwood Community College, and Career Edge Academies through the Jones Regional Education Center.

Activities available to the students include a wide array of sports, as well as vocal music, band, Business Professionals of America (BPA), FFA, speech and drama.

Monticello Schools is also very fortunate to have a highly active School Foundation as well as various booster clubs that give over \$30,000 per year for many ‘extras’ outside of the district’s general fund budget.

The assessed valuation of the district is \$345,884,273, with an annual operating budget of \$15,300,000.



Board of Education

The Board of Education consists of five members who are elected to serve a four-year term. The tenure of the Board members ranges from newly elected to six and a half years.

Name	Occupation	Years
Mrs. Angie Beitz	Registered Childcare Provider	6 1/2 years
Mrs. Peg Mere	Farmer	6 1/2 years
Mr. Bud Johnson	Business Owner	2 1/2 years
Mr. John Schlarmann	Farmer	newly elected
Mr. Dave Melchert	IT Manager	newly elected

MISSION STATEMENT

The mission of the Monticello Community Schools, a District striving for educational excellence, is to prepare students through challenging experiences, to be caring, productive, creative citizens who will possess a desire to be life-long learners.



APPLICATION & SELECTION PROCEDURE

available at:

www.macnjake.com

MCPHERSON *M J* **JACOBSON, LLC**

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E-mail: mail@macnjake.com www.macnjake.com

An application for superintendent should include:

- A letter setting forth personal qualifications, experiences and reasons for interest in the position.
- A current résumé.
- A completed application form.
- Reference letters, certificates and licenses, and academic transcripts from colleges/universities indicating degree(s).

Candidates are asked not to directly contact board members. Any effort to do so may eliminate them from consideration. Names of applicants will be held in strict confidence whenever possible. However, McPherson & Jacobson complies with individual states' Freedom of Information laws. In the final process, the board may visit the district where the candidate is employed, but will not proceed without the knowledge and consent of the candidate.

Selection Time Line

1. Application deadline: February 25, 2016.
2. Semi-Finalists selected by Board of Education: March 15, 2016.
3. Semi-Finalists interviews: March 19, 2016.
4. Finalists Interviews with Board of Education: March 21 & 22, 2016.
5. Starting Date: July 1, 2016.

Monticello Community School District is an Equal Opportunity Employer.