

POSITION AVAILABLE

**SUPERINTENDENT
OF SCHOOLS**



Mission Statement

To provide all community members learning opportunities which develop the skills, knowledge, and attitudes necessary to become contributing members of society; and do this by utilizing available resources and creating productive partnerships.

**Box Elder School District
Brigham City, Utah**

February 2010

ANNOUNCEMENT OF VACANCY

The Box Elder School District Board of Education is seeking candidates for the position of superintendent of schools. Dr. Martell Menlove left the district to become the Deputy Superintendent for Public Instruction for Utah. Dr. Steven O. Laing, a retired State Superintendent of Public Instruction in Utah and long time resident of the county, has been serving as an interim superintendent during the 2009– 2010 school year. Dr. Laing has announced he will not be a candidate for the permanent position of Superintendent of Schools for the Box Elder School District.

THE APPLICATION PROCEDURE

To be considered for this position, an applicant's file must be completed and received by the Utah School Boards Association (USBA) office by March 16, 2010 and must contain:

1. A formal letter of application indicating your desire to be considered a candidate for the position of Superintendent of Schools of Box Elder School District.
2. A Personal Information Form completed in full. (This form may be obtained by downloading from the USBA Web site at: www.usba.cc)
3. A complete set of up-to-date credentials sent to USBA from your university. Please note: the credentials should include transcripts of all academic work and closed, confidential letters of recommendation.
4. An up-to-date vita sheet or resume and, if available, a listing of your accomplishments as an educational administrator.

All letter of application, nominations, inquiries, credentials and copies of legal proof of administrative qualifications should be mailed to:

Richard C. Stowell, Executive Director
Utah School Boards Association
860 East 9085 South
Sandy, UT 84094
(801) 566-1207

The Box Elder Board of Education is an equal opportunity employer.

6. The successful applicant will possess a working knowledge of law and policy governing public education at the federal, state, and local level. He or she must be able to stay abreast of the ever changing landscape of law and rule in which public education operates, and be able to develop policy at the local level compatible with law and rule.
7. The successful applicant will possess knowledge of public finance and budgeting development, with special emphasis in financing and budgeting for public education. He or she must be able to prioritize educational needs and apply sound financial principles toward creating a budget addressing those needs.

BASIC REQUIREMENTS

1. Applicants must possess or qualify for a Utah license as a school administrator. While a master's degree is required for licensure, a doctorate in educational leadership or a related field is preferred for this superintendent position.
2. Applicants must have experience as the leader of a sizable educational organization. Leadership in a K-12 school system at the district level is preferred.
3. Applicants must be knowledgeable of research in education, including best practices of teaching, learning, and the use of student achievement data.
4. Applicants must have experience working with diversity in student, employee, and constituent groups.
5. Applicants must have experience working with boards or comparable governing bodies.
6. Applicants must have experience working with employee groups, associations, and unions.
7. Applicants must be willing and able to become involved in the Box Elder School District community, including the following: attending school events and activities, regularly and personally in the schools and communities within the district, and being accessible in the case of emergencies involving the schools or district interests at times outside of the normal school day or year.
8. Applicants must be or demonstrate ability to become knowledgeable of school finance, school law, and education policy at the local, state, and federal levels.

PERSON DESIRED

The Box Elder School District Board of Education is seeking candidates for the position of superintendent of schools. The Board is looking for candidates who support the district's mission to provide all community members learning opportunities which develop the skills, knowledge, and attitudes necessary to become contributing members of the society; and to do this by utilizing available resources and creating productive partnerships. The Board is looking for candidates who believe all students can learn and achieve at high levels. The Board is committed to finding a strong, energetic leader. In addition to the basic requirements for the position (listed below) the Board will place emphasis on the following qualifications and attributes in the desired superintendent candidate:

1. The successful applicant will be a person of high moral character and integrity. He or she will evidence the highest ethical conduct in his or her actions, will display a calm demeanor, and possess a sense of humor.
2. The successful applicant will demonstrate strong people skills including effective communication through listening, speaking, and writing. He or she must be diplomatic and able to communicate respect of all individuals even when differences of opinion or position on issues persist.
3. The successful applicant will possess outstanding leadership skills, including articulation of a vision for the school district, collaboration with various stakeholder groups, ability to make a decision, and respect for the professionalism of staff members. He or she must be able to gain the trust and confidence of others.
4. The successful applicant will have experience in public education and will be able to talk knowledgeably about best practices of teaching and learning, including the use of data to inform instructional decisions. He or she must develop and maintain an on-going emphasis on professional development focused on improving student learning through the application of research based, successful practices of teaching and learning.
5. The successful applicant must be an individual capable of understanding the various aspects or sides of complex issues. He or she must demonstrate an openness to creative, divergent, or innovative ideas, as well as the ability to evaluate the potential for success associated with creative ideas.

Box Elder School District
www.besd.net

DESCRIPTION OF THE DISTRICT

The legal name of the district is Box Elder County School District, but to prevent confusion with county government the district usually uses Box Elder School District. Box Elder County is the third largest county in Utah, geographically, and is bordered by Idaho on the north, Nevada on the west, Cache County on the east and Tooele and Weber Counties on the south. The school district is a separate entity with seven board members elected in general elections to govern the district.

The district serves a general population of 43,400 residents, covers 5,614 square miles, and consists of twenty-three schools: two 10-12 high schools, two 8-9 middle schools, two 6-7 intermediate schools, 13 elementary schools (five of which are designated Title I schools), two K-10 necessarily existent small schools, one community/alternative high school, and one pre-K early learning center for special needs students. The overall poverty level of the district is 35%; 49% in the Title I schools. The district enrollment is 11,052 (fall of 2009). Most of the district's population is concentrated along the interstate I-15 corridor through Box Elder County in the cities of Willard, Perry, Brigham City, Tremonton, and Garland. The district is in the process (phase 2 or 3) of rebuilding/renovating the two high schools. Additionally, the board has selected the construction manager/general contractor for the construction of a new elementary school to replace an over-crowded and aged facility in Garland. The board also anticipates replacing the elementary school in Fielding with resources from a general obligation bond approved for the aforementioned projects by the voters in 2007.

Within the Box Elder School District are two institutions of higher education: Utah State University—Brigham City and Bridgerland Applied Technology College. Both provide access to post secondary education programs for appropriate students of the school district. The district's high school students also have access to cooperative programs in higher education through Weber State University in Ogden, Utah.

The five largest taxpayers in Box Elder County are:

- (1) ATK Thiokol
- (2) Autoliv
- (3) Nucor Steel
- (4) Pacificorp
- (5) Walmart