

ANNOUNCEMENT OF VACANCY

PROVO SCHOOL DISTRICT

# *Superintendent of Schools*



# Announcement of Vacancy

---

The Provo School District Board of Education is seeking highly qualified candidates for the position of superintendent of schools. The vacancy was created by the retirement of Dr. Randall J. Merrill, who has served well for 10 years. The person selected for the position of superintendent will have the opportunity to lead a superior, fiscally sound district with highly-dedicated employees who are committed to the 20/20 Initiative and putting our children first. (An explanation of the 20/20 Initiative can be found on the back cover and at [provo.edu](http://provo.edu))





## Timeline

---

### **MARCH 29**

Deadline for receiving applications and credentials

### **MAY 8**

Board appoints new superintendent

### **JULY 1 (OR SOONER)**

Superintendent begins work

## Salary and Benefits

---

The compensation package will be determined by professional preparation, experience, and vision, as well as other qualifications. In compliance with Utah law, superintendents receive two-year contracts.

## The Application Procedure

---

To be considered for this position, an applicant's file must be completed and received by March 29, 2012, and must contain:

1. A formal letter indicating your desire to be considered a candidate for the position of Superintendent of Schools of Provo School District.
2. A Superintendent Application Form completed in full. This form is available on the Utah School Boards Association (USBA) website at [usba.cc](http://usba.cc).
3. A complete set of current transcripts and any other credentials from universities from which you were awarded degrees.
4. Letters of recommendation addressing your professional qualifications and attributes.
5. A current vita sheet or résumé, and, if available, a listing of your accomplishments as a leader in education or otherwise.
6. A maximum two-page essay explaining how you would apply the Guiding Principles and Strategic Imperatives of the 20/20 Initiative in leading Provo School District. This essay should include your personal and professional philosophy and/or vision of leadership.
7. A copy of administrative certifications and licenses, if any.

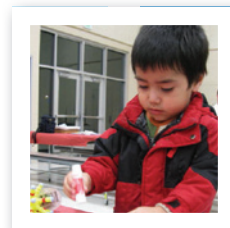
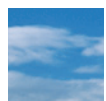
Any inquiries and all of the foregoing materials should be addressed to:

Richard Stowell  
Utah School Boards Association  
860 East 9085 South  
Sandy, Utah 84094  
**PHONE:** 801.566.1207  
**FAX:** 801.561.4579  
**EMAIL:** [rstowell@usba.cc](mailto:rstowell@usba.cc)

The Board has retained Richard Stowell of the Utah School Boards Association to assist with the nationwide search. Any questions should be directed to him. Do not contact the district or board members directly.

# Leadership Qualities

- Puts children and their needs first
- Understands Provo School District's 20/20 Initiative and is fully committed to its Guiding Principles and Strategic Imperatives. Serious candidates will be able to explain their plan for applying the Guiding Principles and the Strategic Imperatives in leading the District.
- Has high moral character and integrity.
- Is an excellent communicator—able to build trust with employees, families, and community members. Listens and understands different points of view. Shares a clear vision of educational excellence and inspires and motivates all stakeholders.
- Is an instructional leader that can model and apply best practices. Works with all stakeholders to increase student engagement and achievement and expand lifelong learning throughout the community. Can lead the successful transition to the Common Core State Standards.
- Is a team builder—collaborates and builds consensus with various groups inside and outside the School District.
- Uses data systematically to track student progress, inform instructional and organizational decisions, and regularly communicate district progress to the Board of Education.
- Focuses on student needs, engagement and achievement, while exercising sound fiscal planning and practices in the management of district resources.
- Values the resources, opportunities and unique needs in our diverse community, including a significant Hispanic population.
- Is an advocate for the school district and its children in the community and at the state level.



# The District

---

## **DEMOGRAPHICS**

The Provo School District was established in 1898. It covers the entire City of Provo, Utah, approximately 41 square miles, and has the unique opportunities that come with being a single-city district. The population of Provo was estimated by the 2010 Census at 112,488, with 19% of the homes having school aged children. The District has a stable enrollment of over 13,000 students in kindergarten through twelfth grade. There are 724 teachers and 142 full-time classified support personnel working in Provo's 13 elementary schools, 2 middle schools, 2 traditional high schools and an alternative high school. The District also serves qualified students (ages 3-5) in a special needs preschool and older students in adult education classes.

## **STUDENT ENGAGEMENT AND LEARNING**

**Provo School District's mission is to cultivate highly effective learning environments where all students engage, think and learn in order to contribute, create and innovate for a lifetime.**

The 20/20 Initiative seeks to implement and carry out this mission. Specific programs have been created and implemented to ensure each student is learning at his or her highest potential, and teachers are working collaboratively to provide optimum learning opportunities for students in all grade levels and subject areas.

The District's teachers and staff are dedicated to engaging, teaching and nurturing Provo's students. Many have received additional endorsements, including English Language Learning, math, gifted education and numerous others. Professional Learning Communities (PLCs) are actively integrated at every grade-level and department as faculties meet weekly to discuss how to best foster learning and growth for all students.

Dual Language Immersion is a bright spot in Provo School District. Offerings include Mandarin Chinese,

French, Spanish and German (Utah's first) immersion program. Students, beginning in the first grade, learn half of their school material in the second language. By the time they exit sixth grade, students will be fluent in the language. This program is available at five elementary schools in Provo and is often taught by native speakers of the language.

Provo School District takes great care to provide the best teaching and instruction for each student regardless of the current level of learning. Each school provides special instruction for gifted students and a special magnet school is available for profoundly gifted students in the fourth through twelfth grades. Concurrent Enrollment, Advanced Placement and International Baccalaureate programs are available at the high school level, preparing students to be ready and competitive in a rigorous university atmosphere.

The Special Education Team is known for its ability to reach students with disabilities that range from mild to severe, as well as those that are medically fragile.

## **ENGAGING THE COMMUNITY**

Every school in the Provo School District has an elected Community Council that helps in developing student achievement plans, addresses safety concerns, and advises the Board of Education on boundary changes, school calendars and some financial decisions.

The Provo School District Foundation is a nonprofit 501(c)(3) entity run by the District and members of the community. Business owners, parents, city representatives and school district employees work together to garner support and funds that provide additional learning opportunities for Provo's students. The Foundation's hallmark event, the Easter Basket Auction, has consistently raised over \$100,000 for Provo Schools.

## FINANCIAL DATA

Provo School District is widely recognized as being a financially healthy, well-run and transparent district. This year's budgeted revenues are \$109 million, with \$99,000,000 in net assets. During the recent recession that decreased state funding by 15% and cut \$8.4 million from the budget, the District was able to maintain stable fund balances without cutting the most vital services to children, raising taxes or dismissing employees. The district closed last fiscal year with a general operating fund balance of \$26

million which will allow the district to move forward aggressively in spite of the recession.

The District's most recent master plan replaced 3 elementary schools and completed 4 major renovations and additions, along with numerous minor renovations.

For a number of consecutive years the District has earned numerous GFOA and ASBO Certificates of Excellence in financial and budget reporting.

## The Community

---

### LOCATION AND CULTURE

Provo is the third largest city in Utah and is located about 43 miles (69 km) south of Salt Lake City along the Wasatch Front. The city has been a focus area for technology development in Utah and is economically vibrant.

Provo has a rich heritage of education and families. Comprised of strong and safe neighborhoods, Provo has a small town feel with the benefits of a larger city. The citizens of Provo are engaged in the world around them and strive to make a positive difference. A large pool of business leaders, researchers, educators and others contribute to an excellent quality of life.

Provo received national attention when the city was ranked first for volunteerism in 2008 by the Corporation for National and Community Service, second for business and careers by *Forbes* in 2010 and fourth in health and well-being by the Gallup-Healthways Well-Being Index in 2010.

In 2009 Provo was listed in *Where to Retire* magazine as an "enticing city for new careers." Provo was also listed in *National Geographic Adventure Magazine's* "where to live and play" as a cultural hub.

For more information visit [provo.org](http://provo.org)

### COLLEGES AND UNIVERSITIES

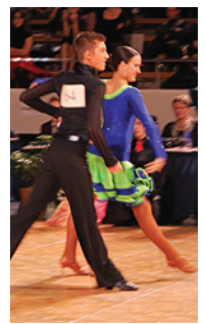
The city is home to Brigham Young University (BYU), one of the largest private higher education institutions in the United States, which is operated by The Church of Jesus Christ of Latter-day Saints. Among many outstanding programs, BYU is known for its top-ranked accounting program and business school. Utah Valley University is found next door in Orem, Utah and currently has the highest enrollment of any public university in Utah. Being near these two institutions provides many academic and cultural opportunities and resources for Provo's schools and students.

### RECREATION

Provo City has over 40 parks and 33 miles of trails for residents to enjoy. The city is also home to the Peaks Ice Arena, which served as a venue for the Salt Lake City Winter Olympics in 2002. Provo is located within minutes of Provo Canyon and Sundance Ski Resort and less than a half-day's drive from fifteen national parks, monuments, and recreation areas, including Canyonlands, Arches, Bryce and Zion National Parks.

Hiking and mountain biking trails of varying degrees and difficulty are found close by, as are numerous reservoirs for a variety of water sports. Lake Powell, in southern Utah, is also a very popular boating destination.







# Provo School District 20/20 Initiative

## Guiding Principles

---

### **EXCELLENCE**

We are absolutely and unequivocally dedicated to highly effective teaching with superior learning outcomes. We have high expectations for the adults who lead, support, and teach our students, as well as for student learning. We strive for excellence in all areas of our organization.

### **PARTNERSHIPS**

We believe the educational needs of children can best be met through a strong partnership with families. We welcome families into their children's schools, and encourage and expect their full participation in the education of their children. In addition, we believe strong community partnerships strengthen our schools.

### **INDIVIDUAL POTENTIAL**

We believe all children have potential. We believe this potential is magnified when children and adults are treated with dignity and respect, are motivated by interest and engagement, and are given broad opportunities to develop their talents and gifts.

### **ADVOCACY**

We cherish all children and will advocate for their inclusion in the full spectrum of educational and developmental opportunities.

### **THINKERS AND LEARNERS**

We believe our increasingly complex future requires us to expect and encourage the development of individuals as thinkers, learners and problem solvers. This is essential to being part of the human conversation. Life-long learning is essential for all members of our educational community.

### **LITERACY**

We believe literacy, the ability to effectively read, write and communicate in all content areas, is the gateway to critical thinking, reasoning, and problem solving, and therefore deserves our focused attention at every level of the district.

### **CIVIC ENGAGEMENT**

We believe a primary purpose of public education is to prepare students to govern themselves and contribute to the vitality of our community and nation. We hold this public trust sacred. We will model and cultivate integrity and reasoned discourse. We will expect mutual trust, respect, civility, and humility in our interactions.

### **CLIMATE AND SAFETY**

We believe a school's climate can have a powerful effect on the behavior and performance of teachers and students. Children learn and teachers teach best in a safe environment.

## Strategic Imperatives

---

1. We commit that every classroom has a highly effective teacher and that every school has a highly effective principal in a safe climate. We commit to employ individuals whose highest priority is being of service to children.
2. We will cultivate and reward excellence in all areas of our organization.
3. We will focus on high quality academics at each level and will graduate students with the knowledge, skills, and attitudes necessary to be successful in college or career, and society.
4. We will actively engage parents in the education of their children.
5. We will be deliberate in the education of disadvantaged students.
6. We commit to personal responsibility, mutual respect, cooperation, and civility.
7. We will ensure opportunities and learning environments that inspire a broad range of human potential, including reasoning, creativity, innovation and life-long learning.
8. We will ensure that students can read, write and think critically across the curriculum.
9. We commit to efficiency, transparency, accountability and sustainability in our finances, general district operations and our facilities.