



FLAGSTAFF
UNIFIED SCHOOL DISTRICT

INVITES QUALIFIED APPLICANTS FOR SUPERINTENDENT

The Board Vision:

We visualize our schools to be communities where students feel safe, welcomed and accepted, while being challenged to demonstrate their highest potential. We see our schools cultivating effective relationships between staff, students and parents in order to share accountability for preparing students to enter the adult world with all options available to them. We believe that every student is unique and learns at his or her own pace and that every student can learn.



Application Process and Procedure

The Flagstaff Unified School District has engaged the services of the Arizona School Boards Association to direct a search for qualified candidates. Each finalist chosen will visit the district at his/her expense to be interviewed by the Governing Board. Governing Board members may visit the communities of selected candidates as part of the final selection process. Applicants are asked to refrain from making personal contact with Governing Board members and the District unless requested to do so. To receive consideration, an applicant's file must be completed by **February 3, 2010** and must include the following:

- All information must be sent via online application process – contact Jolene Hale at 602-254-1100 if you need assistance
- Please visit the ASBA website at www.azsba.org to complete the online application.
- Letter of application (one page) specific to this position stating how you meet or exceed the qualifications and desired expectations
- Answer online narrative questions
- A current resume that can be used for public record viewing if chosen as a finalist
- At least three (3) current letters of recommendation with one **from most immediate supervisor**. If you have “special conditions” that would hamper your interest, please contact the search consultant. Include current phone numbers and email addresses
- Copy of all degrees (If chosen as a finalist, you will be required to provide official transcripts and fingerprint verification)

Internal applicants will be considered the same as all applicants.

Applicants should not contact the board members or district officials directly. All inquiries and requests shall be addressed to:



**John Gordon, Flagstaff USD Search
Arizona School Boards Association
2100 N. Central Avenue, Ste. 200
Phoenix, AZ 85004**

Ph: 602-254-1100 x101 * 800-238-4701 x101 * Fax: 602-254-1177

Mobile: 602-320-1238

Email: jgordon@azsba.org

All applications will be acknowledged and all materials will be accorded confidential treatment. This is to advise you, however, that the Access to Public Records Law and associated case law in the State of Arizona require the disclosure of applicant names and information at a point in the selection process as determined by the local Governing Board. We will attempt to notify all applicants as to any release of such information. All final decisions concerning the selection and evaluation of the candidates will be made by the Governing Board.

Search Timeline:

Search Opens:	December 21, 2009
Closing Date:	February 3, 2010
Application Screening:	February 8-9, 2010
Call for Interviews:	February 18-19 with call backs on February 22, 2010
Assume Position:	July 1, 2010

The Flagstaff Unified School District #1

The Community

Flagstaff's four-season climate provides for year-round outdoor activities, lively festivals, concerts, and small-town holiday charm. Surrounded by natural wonders like the Grand Canyon, Flagstaff offers dozens of inns, a multitude of hotel and motel accommodations, conference and meeting venues, more than 200 restaurants, numerous night spots, and a variety of cultural, historic and scientific attractions. Visitors from all over the world are attracted to our clean mountain air, year-round outdoor recreation opportunities, historic downtown charm and our Western legacy of pioneer ranchers, railroad builders and lumbermen.

Some of the West's most beautiful country surrounds Flagstaff, from the Coconino National Forest and the San Francisco Peaks (12,633 feet/3,851 meters) to the Red Rocks of Sedona to the rugged deserts of neighboring Native American nations. Grand Canyon National Park, Sunset Crater Volcano National Monument, Wupatki National Monument and Meteor Crater are all within easy driving distance, as are many more archaeological treasures and attractions.

At the junction of two major U.S. interstates, served by a regional airport with direct flights to Phoenix and Los Angeles as well as a busy train depot, Flagstaff is a key destination for people seeking the adventure, natural beauty, charm and wide open spaces of the American West.

The city's primary hospital is the 270-bed Flagstaff Medical Center, located on the north side of downtown Flagstaff. The hospital was founded in 1936 and serves as the major regional trauma center for northern Arizona.

Flagstaff is home to two institutions of high education, Northern Arizona University (NAU) and Coconino Community College (CCC). NAU is one of three Arizona public universities and enrolls over 22,000. CCC serves more than 10,000 students annually. Both institutions work collaboratively with the Flagstaff USD in meeting training, workforce and education programs.

Flagstaff is home to the Flagstaff Symphony Orchestra which plays concerts from September through April at the Ardrey Auditorium on the NAU campus.

For NFL enthusiasts, Flagstaff plays host to the Arizona Cardinals summer training camp on the NAU campus that has been rated as one of the top five camps by Sports Illustrated.

For more information about the Flagstaff community please go to:

<http://flagstaff.arizona.com/demographics.html>



Total Enrollment:	10,747
Total Schools: 19	
• 12	Elementary Schools
• 3	Middle Schools
• 3	High Schools
• 1	Alternative High School
Staff:	
• 773	Teachers
• 89	Non-Teaching Staff
• 811	Support Staff
Average Class Size:	
• K-6:	20
• 7-8:	25
• 9-12:	32

Governing Board Members

<u>Name</u>	<u>Term Expires</u>
Deborah Harris, President	12/2010
Beth Heerding, Clerk	12/2012
Christopher J. Bavasi, Member	12/2012
Sara Alemán, Member	12/2010
Paul Kulpinski, Member	12/2012

Compensation

The Flagstaff USD Governing Board is committed to offering a competitive salary and benefits package commensurate with comparisons of similar districts and experience, training of successful candidate. The salary range for this position is: \$115,000 - \$125,000. The final salary and benefit package for the successful candidate will be negotiated and determined prior to final approval of contract.

Superintendent Profile

Below please find the essential requirements expected by the FUSD Governing Board. The criteria were established by over 300 participants completing an online survey and by holding four forums within the district. Applicants who desire to see the executive summary of the results please email John Gordon @ jgordon@azsba.org for a copy.

Candidate Essential Qualifications

- Experience and/or proven ability to manage programs that will qualify for “Race to the Top” stimulus funds
- Fingerprint Verification from State of Arizona
- Committed to being an active advocate and collaborative leader in the district and the community
- Document successful experience in leadership and management (the district is open to hiring a **traditional or non-traditional candidate**)
- Evidence of unquestionable integrity and superior communication skills

The Flagstaff Unified School District is seeking a highly qualified leader who can meet or exceed the following criteria’s:

Candidate Desired Characteristics and Experience (as developed through staff and community input)

Communications/Community Engagement:

- Can successfully engage the public, the media and support groups
- Has experience in bringing diverse special interest groups together
- Has successful experience in conflict resolution

Leadership Skills:

- Has used innovative means or has ideas of ways to solve problems without new resources — creative
- Has experience evaluating and reorganizing staff, revising procedures, and implementing policy changes to improve efficiency
- Has experience motivating staff and students, bolstering morale and generating enthusiasm

Decision-Making Skills:

- Has established a strong and effective management team — coordinates decision making with administrators
- Carries out the district vision that reflects community values and beliefs to guide educational programs
- Reacts positively in highly stressful situations
- Can integrate research data into the decision-making (policy) process

Board-Superintendent Relations:

- Child centered advocate for learning who demonstrates beliefs that all children can learn and inspire others with this belief
- Can outline a program of board-district goal setting and long range planning
- Provides options and recommendations for the board, accepts board directives and implements

Operations, Facilities and Support Services:

- Has efficiently managed the operation of a school or district
- Knows procedures for assessing and improving district operations in all support service areas

Personnel Management:

- Knows and practices effective personnel policies, procedures and practices
- Has successfully recruited, selected and retained highly qualified staff
- Has demonstrated skill in supervising employees at all levels

Budget and Finance:

- Has successful experience in planning, managing and evaluating annual budget
- Can describe ways to restore financial stability to a district with financial problems
- Can forecast revenue shortfalls and enrollment changes
- Can explain how to establish recommendations for appropriate levy or bond issues

Academic Programs:

- Has experience in a school or district where student achievement has been increasing and can describe the role leaders must play in that process
- Ability to plan and implement continuous improvement and organizational improvement in all academic areas
- Evidence and experience in moving district/school to higher achievement levels prior to mandates of state or federal agencies
- Possesses a keen mission to raise student achievement for all students in district/school

Expected Outcomes

- Assess the academic progress the district has accomplished in recent years and sustain continuous improvement for all students
 - Regain the trust and support of the Greater Flagstaff community
 - Overcome the financial crisis in the district and move the district to financial stability
 - Retain competent staff and recruit highly qualified staff when openings occur
 - Assess the use of all facilities and create a plan for the most efficient and effective use of all buildings
 - Increase parental engagement at all schools and throughout the district
 - Maintain and continue to improve professional development, technology, and business/community/college/university partnerships
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