

*An Invitation to Apply for the Position of
Superintendent*

OTIS SCHOOL DISTRICT R-3



Otis, Colorado

THE POSITION

The **Otis School District R-3, Otis, Colorado**, Board of Education, is seeking a highly qualified and fully certified **Superintendent**. The Board wishes to have the successful candidate assume the responsibilities of the position **July 1st, 2024** or soon as possible .

McPherson & Jacobson, L.L.C., Executive Recruitment and Development, in association with the Colorado Association of School Boards, 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.

Salary and Benefits: \$95,000-\$110,000; negotiated health, dental, vision, and life insurance. Vacation and sick leave. Housing available for the superintendent.

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:

- **Administrator** — Has shown proficiency in school finance to include: budgeting, salary matrices, and capital improvements. Human resource compliance experience to include contracts, interviewing, disciplinary action. Proficiency and knowledge based on school curriculum, implementation. Licensed, qualified to complete professional teacher evaluations in the state of Colorado.
- **Educator** — A Colorado certified school leader who has previous site-leadership experience. A collaborative team leader who involves stakeholders in a decision, and places high priority on academic achievement and success of all students. A humble and compassionate educator sensitive to the needs of the school staff, students, and parents. An educator who is willing to engage in all aspects of the needs of the district and pitch in as needed. A leader who is highly organized and networks with peers in the area.
- **Communicator** — A visible leader who engages the community, parents, students, and staff. Effectively communicates with the Board of Education on district topics. Displays ownership in decisions, wellbeing of school, and communication with district staff. A person who is committed to fostering relationships with staff to build morale and alignment. A person who is hands-on, open, approachable, and optimistic. A person who has a presence in the classroom, activities and in the greater Otis community.
- **Leader** — A person who is willing to learn and engage in a rural community/school. A strong leader with the ability to have open and tough conversations with people when needed. A leader who can make difficult and unpopular decisions when warranted. A competent/disciplined leader who thrives on transparency. A leader who will empower staff and hold them accountable. A leader willing to live and work in a rural environment. A leader who is present and hard working for the goals of the district. An instructional leader focused on student success. A charismatic leader in communication to staff and students. Able to review and uphold policy as written, communicate revisions as needed and act as an advocate in the interest of the district students and staff. A leader that displays emotional intelligence with staff and community. An empathetic leader who understands and supports the social and emotional challenges that students and staff face in today's climate.
- **Visionary** — An innovative, proactive leader with a clear vision for success. A person who can clearly define the vision of the school district. A strategic thinker who develops plans and builds an environment for success. A person who can plan ahead for the future needs of the school district. A person who is resourceful in recruiting and retaining staff in a rural school district.

GREATNESS • RESPECT • RESPONSIBILITY

THE SCHOOL DISTRICT

Otis School District is located on the rural Eastern Plains of Colorado. Otis recently received a BEST Grant which helped to pay for our new school building which houses pre-K through 12th grade.

OSD is dedicated to student success, supporting the whole child. In addition to core curriculum, the district offers a gifted/talented program and support to meet the unique needs of students qualifying for special education. Otis High School offers concurrent enrollment for high school and college courses. OHS also boasts of several state qualifying athletic programs. FFA and FBLA programs routinely produce state and national qualifiers.

OSD partners with parents, teachers, school board, and community to develop our core values. The current core values are students first, high expectations, responsibility, learning, and listening.

The district has involved parents and community, one-to-one technology, small class sizes, a collaborative culture, and a 4-day school week

DISTRICT FACTS

Total District Employees: 52
Current Student Enrollment: 198

- PK-5th: 91
- 6th-12th: 107

Number of Certified Teachers: 23
Number of Administrators: 2
Number of Classified Staff: 27

Facilities:

- 1 elementary school
- 1 middle school
- 1 high school
- 1 pre-K

FINANCIAL INFORMATION

Assessed Valuation:
\$19,754,419
Per Pupil Expenditure: \$12,909
Budget:

- Budget Year: 2020-21
- General Fund: \$4,373,709
- Capital Reserve Fund: \$104,988
- Pupil Activity Fund: \$281,068
- Total Appropriation: \$6,024,218

ACTIVITIES AND CLUBS

- Science Fair
- Art
- Music
- STEM
- Volleyball
- Football
- National Honor Society
- Basketball
- Baseball
- Track
- FBLA
- FFA
- FCCLA

THE COMMUNITY

Otis, Colorado is a small community located on the Eastern Plains, close to both Nebraska and Kansas state borders. The Otis School District is proud of its rural community, progressive instructional practices, and students bursting with bulldog pride!



BOARD OF EDUCATION

The Board of Education consists of five members, elected to serve two-year and four-year terms. The incumbency of the members ranges from 2 to 8.5 total years.

Name	Occupation	Years Served
Chad Gross	Accountant	2
Cory Ringlein	Farmer	6
Noelle Corman	Ranching/Farming	6
Ryan Price	Sito Business Owner	6
Amy Ison	Bookkeeper	8.5 total

District Website: <https://www.otisr3.com>

DISTRICT VISION

Otis School District R-3 envisions an institution from which students graduate, equipped with the academic, social and emotional skills, and health and wellness mindfulness necessary to empower them to perform at the highest level of achievement as productive members of society.

DISTRICT MISSION

Providing a safe environment, meaningful opportunities and innovative educational programs for all students so that they reach their learning potential through partnerships between home, school and community.



Colorado Association
of School Boards

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APPLICATION

available at

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 school 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

- ◆ Closing date for applications: **February 28, 2024**
- ◆ Board of Education selects finalists to interview: **March 18, 2024**
- ◆ Interviews with the Board of Education: **April 1-6 (TBD)**
- ◆ Selection of new Superintendent: **April 8, 2024**
- ◆ Start date: **July 1, 2024**

Otis School District R-3 is an Equal Opportunity Employer. The district does not discriminate on the basis of race, religion, color, sex, age, national origin or disability and, when needed, will provide reasonable accommodations to applicants and employees. Anyone requesting a reasonable accommodation in the application or recruitment process please contact McPherson & Jacobson at the address/phone/email above.