

# Kalispell Public Schools Superintendent Position Profile



## VISION

“Kalispell Public Schools is the best place to Live, Learn and Work”

## INVITATION TO APPLY

*This search is being conducted by:*



Develop the full potential of each child through school board leadership.

Application packages must be complete and accurate. Failure to do so may constitute denial of employment consideration. In order to be fully considered, application materials must be submitted by the application deadline.

# The School District

## About the District:

Kalispell Public Schools has a strong tradition of offering an innovative teaching experience with broad curriculum opportunities and is well respected for exceptional instruction. The District has approximately 6,000 students and includes two comprehensive AA high schools (Flathead High and Glacier High), one middle school (Kalispell Middle School), six K-5 elementary schools (Elrod Elementary, Edgerton Elementary, Hedges Elementary, Peterson Elementary, Rankin Elementary and Russell Elementary), a state-of-the-art Agricultural Education Center, as well as alternative education opportunities for over 180 students through Linderman Education Center.

There are 13 neighboring elementary school districts whose student then attend our two high schools: Evergreen, West Valley, Lakeside/Somers, Cayuse Prairie, Fair-Mont-Egan, Creston, Deer Park, Helena Flats, Kila, Marion, Pleasant Valley, Olney-Bissell, and Smith Valley.

The over-all graduation rate for KPS is over 88% and our dropout rate is 4.37%. Our schools employ 444 certified FTE and great support staff in a wide variety of positions totaling 750 employees district wide. We pride ourselves on fostering a team-orientated, collaborative workplace.

Kalispell Public Schools excels in both academics and activities with strong Advanced Placement programs at Glacier High School, International Baccalaureate programs at Flathead High School and STEM – “PROJECT LEAD THE WAY” programs in both high schools and the middle school. PLTW focuses on Computer Science, Bio-medical, and Engineering courses taught by specially trained staff. Staff and administration receive accolades and awards each year for their outstanding leadership in instructional practice and student achievement.

A variety of assessment data shows that Kalispell Public Schools demonstrates much stronger performance rates than the state averages and the majority of the state’s AA school districts in Math and English/ Language Arts.

Although the results are encouraging, there is room for improvement in the future as the District continues on-going curriculum efforts to enhance Math and English/ Language Arts instruction. However, these results affirm that the hard work of staff and students in meeting more rigorous standard is paying dividends.



# The School District

In 2016 the community approved the largest bond in the history of the school district for over \$54 million. Funds were used to build a much needed sixth elementary school and renovate the existing five elementary schools along with major improvements to Flathead High School, Linderman Education Center and the Agricultural Education Center. The new Rankin Elementary opened its doors in 2018 with approximately 400 students. In the fall of 2019 Flathead High School, Linderman Education Center and the five elementary remodels were all complete. The Ag. Ed. Center is scheduled to be completed in the spring of 2020. The past and present support of the Kalispell community is evident throughout our schools.

To view our Annual Performance Report, [please click here.](#)



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## MISSION/PURPOSE

**Kalispell Public Schools provides diverse educational opportunities for all** by engaging and challenging students, meeting their unique needs and preparing them to be career and/or college ready resulting in responsible citizens of our communities, state, nation and world.

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## BELIEFS

**Kalispell Public Schools believes that:**

- A safe, nurturing, supportive, and engaging learning environment is foundational.
- The best decisions put students first.
- Every student will learn and succeed.
- High expectations produce high achievement.
- Our students and staff are our most valuable asset.
- Our staff deserves our support and the best resources we can provide to meet the diverse needs of our students.
- Excellent schools positively impact our communities.
- We are stewards of the public trust.



# The School District

## SYSTEMS OF SUPPORT (SOS)

Kalispell Public Schools has made a strong commitment to evolving our Systems of Support (SOS) work for all students and staff. We recognize that academic, cognitive and social-emotional skills must be taught in order to educate the whole child. Culturally, we have shifted to a more trauma-informed and restorative approach in understanding and meeting the needs of our students. We also have begun looking at ways in which we can better support our staff in self-care.

Kalispell Public Schools will continue to develop, implement, and maintain a structure by which problem solving teams can analyze holistic assessment data to inform instruction and intervention, so that all students will show growth and reach their individual potential.

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## GOALS

### **Goal Area 1: Safe Environment**

*Statement of Intended Outcome: Within each school building, Kalispell Public Schools will create a climate and culture that makes each student feel valued, supported, and respected.*

### **Goal Area 2: Systems of Support**

*Statement of Intended Outcome: Kalispell Public Schools will develop, implement, and maintain clear systems of support, based on best practices that address the academic and behavioral needs of our students, recognizing that cognitive and social-emotional skills must be taught in order to educate the whole child. Being intentional in supporting the physical and emotional needs of our staff is paramount in accomplishing this goal.*

### **Goal Area 3: Challenging and Diverse Learning Environment**

*Statement of Intended Outcome: Kalispell Public Schools will continue to develop, implement, and assess rigorous educational programs that are designed to meet the needs and support the talents of all students.*

### **Goal Area 4: Literacy and Math Improvement**

*Statement of Intended Outcome: Kalispell Public Schools supports all students as they gain competency in literacy and mathematics as demonstrated by district, state, national, and international assessments.*

### **Goal Area 5: Family and Community Engagement**

*Statement of Intended Outcome: Kalispell Public Schools will continue to create meaningful partnerships with students, families, community and other stake holders, particularly our partner districts.*

### **Goal Area 6: Highly Effective and Well-Trained Staff**

*Statement of Intended Outcome: Kalispell Public Schools will continue to recruit, train, and retain high quality, effective personnel through a multi-faceted Human Resources plan.*

### **Goal Area 7: Management and Prioritization of Resources**

*Statement of Intended Outcome: Kalispell Public Schools will continue to implement processes to effectively and efficiently optimize our resources.*

# The Community

## Lifestyle

Nestled in the heart of the Flathead Valley, Kalispell, Montana is located in the northwest corner of the state surrounded by Glacier National Park, Flathead Lake and Whitefish Mountain Ski Resort.

Surrounded on all sides by majestic beauty, Kalispell residents have plenty of elbow room and the best backyard in the country. It is truly a playground for all seasons.

The name Kalispell is a Salish word meaning “flat land above the lake.”

Kalispell was founded in 1891 with the coming of the Great Northern Railway. It grew substantially as an agricultural and, later, recreational community. Healthcare in Flathead County is the leading industry, together with a strong technology, manufacturing, and tourism industry.

Flathead Valley Community College was founded in Kalispell in 1967.

Kalispell is the retail, professional, medical, and governmental center of Northwest Montana, affording world-class career opportunities, small-town charm, and big-city luxuries.

The community of Kalispell and the surrounding areas are filled with people who are warm and welcoming. The beauty of the Kalispell area is truly majestic. The successful candidate will lead Kalispell Public Schools into the future and enjoy a quality of life that is unmatched.





# The Opportunity and Expectations

## General Responsibilities

The Superintendent serves as the senior leader of a school district and is responsible for overseeing operations and developing a long-range strategic plan for growth and sustainability. As the leader of Kalispell Public Schools, this position is responsible for the development, supervision, and oversight of the school program, operations and facilities. The Superintendent must be a strong advocate for the District and work closely with all constituents as it relates to continued funding to support academic success. The Superintendent must be able to develop a clear vision for the District which supports excellence in education and instruction. The Superintendent is expected to develop positive relationships with parents, school board members and the community. The Superintendent is expected to cultivate a strong team work environment with staff by developing a clear purpose, a strong culture, and a collaborative environment that builds morale and promotes productivity and communication. Specific job responsibilities of the Superintendent shall include the following and shall be performed directly by or be delegated by the Superintendent:

For a complete job description, please [click here](#).



# Application Requirements

**Job Title:** Superintendent of Kalispell Public Schools

**Salary Range:** \$150,000 to \$165,000 plus competitive benefits\*  
*Salary and term of contract will be dependent on experience, education and fit for the District.*

**Closing Date:** Friday, January 17, 2020 at 4:00 pm, MST

## Minimum Qualifications

- Master's degree or better in school administration; AND
- Valid Montana Administrator's certification with appropriate administrative endorsements upon hire; AND
- Minimum of five years' experience in school administration.

## Preferred Qualifications

- Experience as a school district superintendent.
- Experience working with Montana special education laws, policies and regulations.

## Knowledge, Skills and Abilities

- Ability to build and maintain effective professional relationships with staff, students, parents/guardians, and the public.
- Ability to establish a clear vision for the District and be recognized as an instructional leader.
- Ability to effectively lead with integrity and inspire a collaborative team oriented environment focused on the education and support of our children.
- Ability to maintain a high standard of excellence as it relates to your role as Superintendent.
- Ability to effectively communicate the state of the District to a variety of constituents.
- Ability to engage with and respond to questions from staff, students, parents/guardians and the public.
- Exceptional listening skills with the ability to facilitate and collaborate with others.
- Ability to direct staff to achieve standards of excellence, monitor progress and evaluate performance.
- Ability to manage politics, adapt to change and lead by example while keeping the vision of the District as priority.
- Ability to apply knowledge of current research and theory in specific field.
- Ability to maintain staff and student confidentiality.
- Ability to maintain regular and acceptable attendance levels.
- Ability to work effectively with people from a variety of culturally diverse backgrounds.
- Ability to follow directions and multi-task.
- Skill in organization to provide effective administration.
- Proficient with the use of computers and other technology.

## The following application materials must be submitted to be considered:

1. Completed MTSBA application form ([mtsba.org](https://mtsba.org)) and signed release. [Click here to access forms](#)
2. Letter of application.
3. Resume.
4. A minimum of three (3) letters of professional reference.
5. Copy of Montana Class III Administrative Certificate showing Superintendent endorsement or information demonstrating ability to obtain such a certificate. Go to [www.opi.mt.gov](http://www.opi.mt.gov) and click on Educator Licensure tab for information on in-state certification.
6. Copy of college transcripts.
7. Supplemental Questions: The Board of Trustees will consider the form, content, and style of your responses. Please limit response to each question to two hundred and fifty (250) words or less.
  - How would you describe your leadership and management style? What would others say are your major strengths and/or weaknesses as a leader? Where do you think you might improve?
  - Describe how you have promoted community involvement/support in your former school systems and how would you see yourself accomplishing this goal for Kalispell Public Schools.
8. Please include a link to a video presentation on why you think you would be the best suited to be the next Superintendent of Kalispell Public Schools. The video presentation should be no longer than three minutes in length using a universal platform.

**Submit completed application packet ELECTRONICALLY to:** Karla Smerker (see contact information below).