

Dear Martensdale-St. Marys Community School District,

I wanted to update everyone on the search for our new superintendent; earlier the Board committed to using Grundmeyer Leader Services to assist us in the hiring of our new School Business Official (SBO), Interim Superintendent, and permanent superintendent. As hopefully you're aware, both the SBO (Josh Jacobs) and Interim Superintendent (Dr. Kevin Fiene) have been hired and are at work for the district. Our focus now is on the process of hiring our new permanent superintendent; this person would begin his/her duties on July 1, 2023, or earlier if he/she would be available.

Grundmeyer Leader Services (GLS) sent out a Stakeholder Survey to district patrons; the results of this survey were shared with the Board at our November 7 meeting. From the survey results, the Board approved the following Desired Qualifications for our new Superintendent; the qualifications are presented in alphabetical order.

1. Follows through on tasks and responsibilities, and assists those around him/her to do the same
2. Has high expectations for themselves and others
3. Is a strong, collaborative leader with excellent communication skills
4. Is approachable, accessible, welcoming, and brings out success in others
5. Possesses strong communication skills
6. Promotes a community of care and support for students and staff
7. Recruits, hires, supports, and retains effective staff
8. Strong instructional leader

These eight Desired Qualifications are being used in the preliminary screening of candidates, and will be used as part of all interviews and feedback from interview teams.

Here is the schedule for the superintendent search.

- Sunday, November 27, 2022 Application period ends
- Wednesday, November 30, 2022 Candidate information presented to the Board by Dr. Trent Grundmeyer (closed session)
- Thursday, December 8, 2022 Semifinalist interviews via ZOOM (closed session)
- Thursday, December 15, 2022 Finalist interviews on campus

Please know that all candidate files and names are confidential until finalists are named after semifinalist interviews on December 8. This is something GLS recommends as some candidates do not want their names out in the public until actually committing to be a finalist, e.g., lack of confidentiality would lessen the number in the applicant pool.

Finalist interviews on Thursday, December 15 will include the following:

- School and district tour
- Interviews with two mixed interview teams comprised of teachers, administrators, support staff, coaches, community, students, and parents
- Interview with the Board

All people involved with the finalist interviews will be asked to provide feedback to the Board on the Desired Qualifications on each of the finalists. Following the last interview on Thursday, December 15, the Board will meet in closed session to review feedback data presented by GLS and look to offer a contract to our next permanent superintendent.

If you would be interested in being considered to serve on one of the mixed interview teams, please email Dr. Kevin Fiene at kevin.fiene@mstm.us – please include your **name, cell phone number, email address and which group you would be representing**. Please know that volunteering to serve on a mixed interview team on December 15 does **NOT** mean you will be selected as the Board will have to make sure the teams are balanced with appropriate numbers of teachers, support staff, etc. If you are selected to serve on a mixed interview team, you will receive official notification from the school.

This is a very exciting time, and wanted everyone to know the details of where we're at with the superintendent search.

Sincerely,

Nicole Bunch

Nicole Bunch
President, Board of Directors