



Duluth Public Schools

**Principal
Duluth East High School**

Duluth Public Schools is working to inspire every student to achieve their potential and preparing students to lead productive, fulfilling lives as citizens of Duluth and the wider world.

Working together as educators, parents and citizens, we can make a difference for every student, every day.

The Position

The principal provides leadership for all school programs and collaborates with system-level leaders to achieve the District's mission. Serves as the primary instructional leader to ensure improved student achievement and establishes a culture of learning and continuous improvement. Champions District vision, core values, and strategic objectives and ensures a collaborative culture. Develops effective processes to plan for continuous improvement, solve problems to achieve desired results. Implements all school board policies and procedures, as well as state and federal mandates.

The Ideal Candidate

The ideal candidate will be a proven relational leader, who values partnerships and teamwork. The successful candidate will exhibit adaptability and innovation skills, strategic thinking, communication, relationship building, and an unwavering commitment to improve and ensure the success of our students, staff and families. Additional requirements include excellent communication skills (both written and verbal), superb attention to detail, be a proven strategic partner, and be willing to roll up their sleeves and dive into the weeds when needed. Experience in working across multi-functional teams in a fast paced work environment is a must! The position requires an individual who also possesses a willingness to identify problems and demonstrates the flexibility to address changes in the school realm in a timely and effective manner.

As a leader and mentor who is dedicated to excellence, the Duluth East High School principal will be a thoughtful advisor who anticipates issues and looks for innovative ways to solve systemic problems and who sees their role as being an important part of the District's educational team.

The new Duluth East High School principal will possess a balance of assertiveness and diplomacy, be a good listener, fair-minded, and be willing to discuss various matters candidly. This position requires a person capable of operating with significant independence and initiative, while being adept at innovative problem-solving. This is a position of public trust and transparency; personal integrity and ethics must be beyond reproach.

What we are looking for.

Duluth East High School



Duluth East is a community high school providing 21st Century classrooms and facilities, experienced teaching staff and excellent educational programs. Our school community strives to provide high achievement for all and a welcoming environment for everyone.

- 1,518 Students
- 111 Staff
- Student to educator ratio 25:1
- 20% of students attending East High School enroll in Post-Secondary Enrollment Option classes.
- 64% participate in concurrent enrollment options.
- 66% of the 2020 graduating class attended an Institute of Higher Learning within 16 months of graduation.

Our District

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District Profile:

Total district enrollment: 8200

Total licensed staff: 787

Total classified staff: 501

Schools:

9 Elementary Schools

2 Middle Schools

2 High Schools

1 Area Learning Center (Alternative High School)

1 Online High School

5 Residential/Day Treatment locations

Additional programming including Duluth Adult Education/GED, Early Childhood Services, and Community Education.



Community Vision and Priorities

We will build on our shared beliefs and values of unity, high achievement and responsible use of resources to create Duluth Public Schools and classrooms that are safe, supportive and inclusive. We will work to inspire every student to achieve their potential, and prepare students to lead productive, fulfilling lives as citizens of Duluth and the wider world.

Who we are.



Our Community

Duluth, or Onigamiising in Ojibwe, is the seat of St. Louis County, the largest city in the northern two-thirds of Minnesota, and the fourth largest city in the state. It is located on the western tip of Lake Superior and its city limits encompass 67 square miles of land and nearly 50 square miles of water. It is part of the Twin Ports metropolitan statistical area which includes all of Wisconsin's Douglas County, and Minnesota's Carlton, Lake, and Saint Louis counties which boasts a population of 291,638, ranked as the 170th largest metropolitan area in the United States.

The City of Duluth is a major port city in Minnesota and serves as the county seat of Saint Louis County. Duluth has a population of 86,293 and is the fourth largest city in Minnesota. Situated on a hillside along Lake Superior's north shore, Duluth is 23 miles long and eight miles wide at its broadest point. It is considered a regional center for Northern Minnesota, Northwest Wisconsin, Upper Michigan, and Lower Ontario. The City is built into a steep rocky hillside, with an elevation change of approximately 900 feet, and temperatures and weather that can vary greatly from season to season and even day to day, due to the proximity of Lake Superior (Kitchi Gammi).

After years of building economic diversity, Duluth is growing into a robust regional economic, medical, aviation, higher education, outdoor recreation and arts center. Duluth has long been recognized as an innovative region that is supported by a wide variety of services and industries, including the largest, farthest inland freshwater port, the Port of Duluth-Superior.

With 100,000 acres of green space alongside the shores of Lake Superior, Duluth embraces its four seasons with pride.



Our waterfront location makes Duluth a premier destination for recreation and entertainment, with miles of water, beach and trails for water skiing, boating, fishing, and other adventure activities. Duluth has been voted Outside magazine's best outdoors town in America, and was ranked in the 2021 top 10 Remote-Ready Cities in the US by Livability, providing 129 municipal parks with a total of 6,834 acres of city parkland. The City provides 150 miles of unpaved hiking trails, 85 miles of bike-optimized, multi-use trails, and 30 miles of paved, accessible trails. The City is home to 2 ski hills, 16 designated trout streams and Lake Superior, the world's largest freshwater lake by surface area. Outdoor tourism is a major part of the city's economy with approximately 6.7 million people visiting Duluth annually.

The city also boasts a vibrant arts culture, home to art museums, theater, and numerous festivals throughout the year. It is the home of two colleges and a university whose local sports teams include nationally ranked and championship teams.

Compensation & Benefits

The annual salary for this position is dependent upon the background and qualifications of the successful candidate from \$123,130 to \$138,670. (2022-2023)

The Duluth School District offers an excellent, competitive and comprehensive benefits program which includes medical, prescription drug, dental, life, and disability coverage. A pension plan, tax sheltered annuities program, flexible spending accounts (FSA), health care savings plan, and employee assistance program round out the District's robust benefits program. The District also has generous provisions for vacation, holidays, family and medical leave, and other types of paid and unpaid leave.

Professional Development

Yearly allowance of \$1200.00 for professional development and up to \$1000 for yearly membership dues.

Work Schedule/Setting

46 Week Work Schedule

Teacher Hours: 7:45-3:45

After School Events

Two Assistant Principals and One Dean of Students

Retirement

Teachers Retirement Association (TRA).

Tax Sheltered Annuities

Tax sheltered annuities plans are available at the employee's option.

Health Benefits

The District pays a significant portion of the premium for medical hospitalization, dental and prescription coverage for employees and dependents and offers Health Reimbursement Account (HRA) funding. Section 125 (Flexible Spending Account) — employees may participate on a pre-tax basis for daycare and medical expense reimbursement.

Life Insurance

Policy value of \$75,000.

This position is Exempt from FLSA (Fair Labor and Standards Act), does not qualify for overtime compensation.



What we offer.

Minimum Qualifications

The position requires a commitment to uphold Duluth Public School's values, belief that all children deserve a rigorous and equitable education that prepares them for college and for life. This position also calls for candidates have strong communications and management skills.

Demonstrated expertise and experience managing staff in high school education is strongly preferred. Candidates must have management and leadership presence, well-developed decision making and follow-up abilities and be able to function in a team-oriented environment. Assistance to and continuous exposure in dealing with the Duluth School Board, community and family groups will require high levels of patience. The ability to effectively manage multiple, and sometimes competing priorities as well as lead and motivate team members is essential.

Required education and work experience includes:

- A minimum of a K-12 Principal's license issued by the Minnesota Professional Educator Licensing and Standards Board (PELSB)
- School management experience with a demonstrated record of positive leadership qualities.
- Deep experience in instructional leadership, organizational development and management, and a knowledge base on curriculum and instruction.
- Successful track record of leading and developing high-performing teams committed to the mission and goals of the organization, with the ability to foster trust and collaboration among team members and manage through change with flexibility and poise.
- Demonstrated success developing, managing, cultivating, and leveraging strong interpersonal relationships and partnerships across all levels of an organization towards shared goals and outcomes

Please visit <https://www.isd709.org/careers/apply-now> for additional duties and requirements.

Application & Selection Process

To be considered, please submit an online application through the District's website. Include a resume, cover letter, and proof of education.

A limited number of the best-qualified candidates - based on the information provided on the application and attachments — will be invited to participate in the selection process. Selection for this position may include an initial screening and an oral board interview to establish top candidacy for the final selection.

For more information, contact Theresa Severance, Executive Director of Human Resources Director and Operations at theresa.severance@isd709.org.

**DULUTH PUBLIC SCHOOLS IS AN
EQUAL OPPORTUNITY EMPLOYER.**

<https://www.isd709.org/>