



## **SUPERINTENDENT OF SCHOOLS JOB POSTING**

The Portage Public Schools Board of Education is conducting a search for its next Superintendent of Schools. It is expected that the Superintendent will be in place July 1, 2025.

### **Our Community**

Portage is a growing city of more than 49,000 people in Kalamazoo County, Michigan. Portage is adjacent to the City of Kalamazoo, and halfway between Chicago and Detroit on the 1-94 corridor. The top employers include Stryker Instruments, Pfizer Pharmaceuticals and Portage Public Schools. This - along with the proximity to Western Michigan University, the WMU Homer Stryker M.D. School of Medicine, Kalamazoo College, and Kalamazoo Valley Community College - means the community attracts a diverse and generally well-educated population. The Kalamazoo RESA Career Connect Campus will open in the fall 2025 - a new, world-class career center where students in Kalamazoo County can explore career pathways and develop real-world skills.

### **Our District**

Portage Public Schools prides itself on excellence in academics and extracurricular activities. Within the district are two traditional high schools and one alternative high school, three middle schools, and eight elementary schools, serving about 8,600 students. More than 75 percent of certified faculty hold a master's degree or higher. We offer our students many innovative tools for learning, including online/virtual opportunities for middle and high school students to expand course opportunities or recover credit. All students are provided Chromebooks to enhance classroom learning. The District is mid-way through its elementary construction work. The Board of Education uses the Policy Governance Model.

- Enrollment: 8,590
- Administrative Staff: 37 administrators; 46 administrative support staff
- Teachers, Counselors, Psychologists, & Social Workers: 540
- Preschool teachers: 7
- Interventionists: 2
- Aides/Paraeducators/Childcare: 165
- Cafeteria: 74
- Custodians/Maintenance: 32
- Transportation: 67
- Office Staff: 54
- School Resource Officers: 2
- School Nurse: 3
- Athletic Trainer: 2
- Number of Buildings: 14
- Annual Operating Budget: \$124,672,825
- Foundation Grant per Pupil: \$9,608
- Projected Fund Balance: \$24,156,795
- Tax Base: 3,028,626,295
  - Non-Homestead Levy mills: 17.5695
  - Debt Retirement mills: 6.85 Debt .4983 BSSF

## **Our Students**

Students and graduates of Portage Public Schools achieve success both academically and in a wide range of extracurricular activities including the arts, athletics, science, forensics and debate, and community service. Portage Central and Portage Northern students select from a comprehensive curriculum of more than 250 offerings in a broad range of subjects and special programs. More than 95 percent of students from our traditional high schools graduate in four years, and most go on to pursue post-secondary education. In extracurricular activities, our students have earned more than 50 state championships in men's and women's varsity sports, forensics and debate, and club activities. Many of our students and teachers are recognized as "the best of" in their fields, including fine arts, performance, business, and more. PPS is proud to count two Olympians among its alumni.

## **Points of Pride**

- Highly rated according to Niche & U.S. News
- Rigorous and comprehensive curriculum including Advanced Placement, International Baccalaureate, Early Middle College, and Career Technical Education
- Academic All-Stars - Average SAT score is ~1050
- Highly qualified and dedicated administrators and staff
- Committed to continual growth
- Excellence in extracurriculars
- First-class academic & athletic facilities
- Outstanding musicals, plays, and musicians
- Safe transportation

## **SELECTION CRITERIA**

- Michigan Administrative Certificate, or equivalent
- Minimum of a Master's Degree in Educational Leadership
- Minimum of five years successful experience as a school administrator. Central office or Superintendent experience preferred

**The Portage Public Schools Board of Education has determined that the following criteria are those which are the most highly sought in a new superintendent:**

- Dedication to educational excellence and the success of all students
- A visionary leader with the ability to engage all stakeholders
- Effective communications and public relations skills
- Ability to be visible throughout the district and actively engaged in school and community activities
- Experience with the Policy Governance Model
- Knowledge of and experience with effective curriculum, instruction, assessment, and professional development to improve teaching and student achievement
- Success in human resource management including experience attracting and retaining staff, conducting negotiations with collective bargaining units, contract administration and employment practices
- Skilled in public school finance and fiscal management issues, including of bond issues, sinking funds and enhancement millages
- Knowledge of facility maintenance and operations, including support services, facility studies and improvements
- A record of direct involvement with and knowledge of issues in public education at the local, intermediate, state, and federal levels
- Experience with coaching/managing district leadership teams and staff
- An approachable school leader who treats everyone with respect and dignity

- An individual who sets high expectations for self and others; holds staff at all levels accountable; and who accepts responsibility for results
- Proven leadership ability with skills in implementing successful systems, collaboration, team building, creative problem solving, and change
- Leadership experience in a traditional public school setting that reflects a record of success in positions of increasing responsibility, including five years of administrative experience
- An individual who embraces the values of the community, as captured in the district's "strategic commitments"
- An individual that will immerse themselves into the community
- Exemplifies the highest level of personal and professional ethics, personal integrity, and trust

### **SALARY AND CONTRACT INFORMATION**

The Board will offer a regionally competitive comprehensive, multi-year contract with a salary commensurate with experience.

### **APPLICATION PROCEDURE**

- Interested candidates should complete and submit the Michigan Leadership Institute on-line application found at [www.mileader.org](http://www.mileader.org) or <http://www.applitrack.com/mileader/onlineapp>
- Completed on-line applications must be submitted no later than 4:00 PM on Friday, April 25, 2025.
- No "hard copy", fax or email copies accepted. All materials will be treated confidentially through the screening process only upon the written request of the candidate.
- All questions regarding the search should be submitted to Andy Ingall, Regional President - SouthwestMichigan, Michigan Leadership Institute, 734-320-6553 or [aingallmli@gmail.com](mailto:aingallmli@gmail.com).

**Applicants are advised not to make direct contact with any member of the Board of Education.**

### **SEARCH TIMELINE**

- Application deadline – 4:00 PM, Friday, April 25, 2025
- Selection of candidates for first interviews – May 7, 2025
- First Round Interviews – May 14 and 15, 2025
- In-district visit – To be determined
- Final Interviews – May 28, 2025
- Start date – July 1, 2025

The Board may make exceptions to this profile, process and/or timeline to ensure selection of the best possible candidate. The services of Michigan Leadership Institute have been secured to assist the Board in the search process and in the screening of candidates.