

Announcement of Vacancy Superintendent of Schools Hartsburg-Emden CUSD 21

The Board of Education of Hartsburg-Emden CUSD 21, Hartsburg, Illinois, is seeking a Superintendent of Schools due to the retirement of Don Helm. It is anticipated that the new superintendent will be selected in March 2010 and will be expected to assume the post on July 1, 2010. *The Hartsburg-Emden CUSD 21 is an equal opportunity employer and the Illinois Association of School Boards is an equal opportunity employment search agency.*

POSITION:	Superintendent of Schools
DISTRICT ENROLLMENT:	Pre-K-12 — 240 students
COMPENSATION PACKAGE:	It is anticipated that the compensation package will be in the range of \$115,000. The actual salary, fringe benefits, contractual terms and conditions will be negotiated with the final candidate. It is expected that the initial contract will be for a multi-year period, as authorized by Illinois statute.
QUALIFICATIONS:	Illinois Certification for Superintendent
APPLICATION DEADLINE:	February 18, 2010
INTERVIEWS:	Recommended finalists will be interviewed in March 2010
STARTING DATE:	July 1, 2010

APPLICATIONS

All nominations, letters of application, inquiries, credentials and copies of legal proof of administrative qualifications should be addressed as follows:

<p>Thomas Leahy, Consultant, Executive Searches Illinois Association of School Boards One Imperial Place 1 East 22nd Street, Suite 20 Lombard, Illinois 60148-6120 Phone: 630/629-3776 ext 1217 Fax: 630/629-3940</p>

PLEASE MARK ANY CORRESPONDENCE AND/OR ENVELOPES “Hartsburg-Emden CUSD 21”

To receive consideration, an applicant’s file must be completed by February 18, 2010 and must contain:

1. **Formal letter of application** indicating desire to be a candidate for the position.
2. **Personal information sheet** (obtained from IASB office or Web site www.iasb.com to print and complete, or fill out online and print) completed in full.
3. **Set of up-to-date confidential credentials** sent from applicant’s university.
4. **Legal proof or other evidence** showing qualifications to be a superintendent in the state of Illinois (copy of administrative certificate*).
5. **Resume that includes** a brief summary of achievements in administrative positions applicant has held, educational vision and goals, personal leadership philosophies and reasons for interest in the professional challenge presented by the District.

*Information on certification can be obtained by writing the Illinois State Board of Education, Division of Professional Preparation, 100 North First Street, Springfield, Illinois 62777: 1-800/845-8749 or visit the ISBE Web site at www.isbe.net.

APPLICANTS ARE REQUESTED NOT TO CONTACT BOARD MEMBERS UNLESS CALLED FOR AN INTERVIEW.

GENERAL INFORMATION ON THE DISTRICT AND THE AREA

TYPE — Pre-K-12

SIZE — 72 square miles, 240 students, one superintendent, 1 principal, 30 teachers, 16 support personnel.

OFFICE — 400 W. Front Street, Hartsburg, IL 62643

CENTRAL OFFICE PERSONNEL — One Superintendent; one unit bookkeeper, and one unit secretary located in the Hartsburg Jr./Sr. High building in Hartsburg.

MISSION — Hartsburg-Emden Schools will provide a safe, caring educational environment so that students can learn in their own style at the level of their ability in order to be competitive and successful in their future endeavors. This will be accomplished through educational experiences, professional development, technology, and community collaboration. In addition, all experiences will focus on community values and work ethics.

CURRICULUM — The Hartsburg-Emden School District provides a comprehensive curriculum for students in ECE through 12th grade. Student needs are considered each year and outcomes planned accordingly. The district improvement plan is current and state standards are in place. An approved technology plan is in place. Grades 7 through 12 are on an eight period day.

Hartsburg-Emden also boasts of its excellent extra-curricular accomplishments in IESA, IHSA, and FFA contests.

The district is a member of the Tri County Special Education Association, which offers a full spectrum of special education services for students with special needs.

SPECIAL PROGRAMS — Students in grades 11 and 12 can participate in technical education through the Lincolnland Technical Education Center in Lincoln, IL. Transportation is provided.

DISTRICT WEB SITE — www.logan.k12.il.us/hartem/

FINANCIAL DATA

Assessed Valuation	\$	25,290,767
Bonds Outstanding	\$	0
Total Budget Expense	\$	2,795,678
Total Budget Revenue	\$	2,895,174

TAX RATE —

Education.....	3.79024
Operations & Maintenance	0.75821
Transportation	0.32026
Working Cash	0.04746
I.M.R.F.....	0.14161
Tort Liability	0.20451
Bond & Interest.....	0.00000
Fire Prevention, Safety	0.04746
Social Security	0.14161
Special Education.....	0.07332
Other Tech Leasing	0.04862
TOTAL	5.57330

LOCATION — Hartsburg-Emden is located in west central Illinois half way between Springfield and Peoria, just off Interstate I-55 – nine miles northwest of Lincoln. Because of its location, Peoria, Bloomington, Springfield and Decatur are all within a 45 minute drive.

RECREATION — Golf courses are located in Lincoln and Atlanta as well as surrounding cities. Lincoln hosts a park district with numerous activities available.

RETAIL — Gas stations and grocery stores are located in Lincoln just nine miles away. Every service imaginable is located within a 45 minute drive.

PLACES OF WORSHIP — Churches of various denominations are available for worship in the Hartsburg-Emden area.

FRATERNAL AND PROFESSIONAL ORGANIZATIONS

— American Legion, American Legion Auxiliary located in Hartsburg-Emden, Lincoln has VFW, Elks, Knights of Columbus, Lions Club, Rotary, and Kiwanis.

COLLEGES — Heartland Community College, Lincoln Jr. College, Lincoln Christian University, Illinois State University, Illinois Central College, Illinois Wesleyan and University of Illinois Springfield are all within a 45 mile radius.

MEDICAL — Two hospitals are located within 20 minutes of Hartsburg along with an array of doctors, dentists, and nursing facilities.

INDUSTRY IN THE DISTRICT — Hartsburg-Emden School District is located in a primarily agricultural area.

BOARD OF EDUCATION

Name	*Years	Occupation
Brad Lessen, President	6+	Information Technology
Mike O'Brien, Vice President	2+	Construction
Cherie Rankin, Secretary	6+	College Professor
Greg Phillips	1	Agronomist
Butch Hilgert	1	Retired
Paula Conrady	1	Case Worker, State of IL
Jay McAfee	1	Maint. Tech.

**Years served on the Hartsburg-Emden CUSD 21 Board of Education.*

CANDIDATES AND THEIR QUALIFICATIONS

Candidates will be evaluated on their professional merits with emphasis on the following qualifications specified by the board of education:

- *Have a thorough knowledge of and successful experience in school finance.*
- *Have a thorough knowledge of and successful experience in district management practices.*
- *Provide leadership in planning; develop with the board of education, both long and short-range district goals.*
- *Be a "people person" with proven abilities in human relations and communications.*
- *Provide leadership for an effective staff development and assessment program.*
- *See that desired student behavioral patterns (discipline) are established and maintained.*
- *Keep up on changes in legislation and help the district engage the legislative process.*
- *Provide written, understandable administrative procedures that implement board policy.*
- *Have a strong and continuing academic background with successful experience in curriculum.*