

Announcement of Vacancy
Superintendent
of Schools



MISSION:

The Mission of the Harlem Consolidated School District, as a vital part of the community, is to help diverse learners realize their unlimited potential by providing an educational program dedicated to academic excellence and the development of strong character in a safe and respectful learning environment.

Harlem SD 122
Machesney Park, Illinois

August, 2020

ANNOUNCEMENT OF VACANCY

The Board of Education of Harlem SD 122, Machesney Park, Illinois is seeking qualified applicants for the position of Superintendent of Schools. The Board wishes to select a superintendent who will begin work on July 1, 2021.

It is anticipated that the total compensation package will be regionally competitive based on successful experience and education. It is expected that the initial contract will be for a multi-year period, as authorized by Illinois statutes.

A PROJECTED TIMELINE

Application Deadline:

October 2, 2020 by Noon (CST)

Candidates Presented to Board:

October, 2020

Board Interviews Candidates:

Oct/Nov, 2020

New Superintendent Appointed:

Nov/Dec, 2020

New Superintendent Begins:

July 1, 2021

THE SCREENING TEAM

A Screening Team from the Illinois Association of School Boards has been selected to assist the Board of Education in securing and screening applicants. The team will be facilitated by:

Alan Molby, Consultant, Executive Searches, Illinois Association of School Boards, Lombard, Illinois.

Dr. Patricia Sullivan-Viniard, Consultant, Executive Searches, Illinois Association of School Boards, Lombard, Illinois.

APPLICATION INSTRUCTIONS

IASB has an online application process and does not accept mailed, emailed, hand delivered or faxed application packets.

Please begin your application process at: <https://www.applitrack.com/IASB/onlineapp>

Applicants will need to establish a user name and password. Applicants will be asked to give consent to a limited background inquiry. Completed responses to statements identified in this announcement will be required.

All applicants must apply online by Noon (CST) October 2, 2020 and upload the following documents to receive consideration:

1. A formal letter of application indicating your desire to be a candidate for this position.
2. A formal resume that includes a summary of achievements in administrative positions, educational vision and goals, personal leadership philosophy and reasons for your interest in this position.
3. At least three recent letters of reference dated within the last three years.
4. Copies of transcripts from each college/university attended. (Please redact/remove your social security number and birthdate before uploading any of these items).
5. Proof of qualification and licensure to be a superintendent in the State of Illinois (copy of the administrative licensure with all related endorsements*) or other evidence showing qualification to be a superintendent in another state. (Please redact/remove your birthdate before you upload this document).

*Information on certification and licensure can be obtained by contacting the Illinois State Board of Education, Department of Educator Effectiveness, 100 North First Street, Springfield, Illinois 62777 or by visiting the ISBE website at www.isbe.net.

GENERAL INFORMATION ON THE DISTRICT

LOCATION — The Harlem School District serves approximately 6,500 students in the city of Loves Park, the village of Machesney Park, and the town of Roscoe in northern Illinois.

TYPE — PreK-12; 6,566 Students.

OFFICE — 8605 N. 2nd Street, Machesney Park, IL 61115.

STAFF — 11 Principals, 14 Assistant Principals, 6 Certified Directors, 551 Teachers, 560 Support Personnel.

CENTRAL OFFICE PERSONNEL — Superintendent, Asst. Supt. for Curriculum, Asst. Supt. for HR, Asst. Supt. for Business & Operations, Director of Stakeholder Engagement, Director of Student Support Services, Asst. Director of Student Support Services, Director of Multilingual Education, Director of Secondary Education, Director of Elementary Education, Executive Asst. to Supt. & Board Recording Secretary.

THE DISTRICT

FACILITIES —

Donald C. Parker Center (B-3, EC, K)
Harlem High School (9-12)
Harlem Middle School (7-8)
Loves Park Elementary (1-6)
Machesney Elementary (4-6)
Maple Elementary (EC, 1-6)
Marquette Elementary (1-3)
Olson Park Elementary (1-6)
Ralston Elementary (1-6)
Rock Cut Elementary (1-6)
Windsor Elementary (1-6)
Harlem Administration Center
Transportation Operations Department Building
(Off-site High School Auto and Welding)

CURRICULUM — Standards Based Curriculum and grading are at the base of our curriculum for grades K-8. iReady assessment and progress monitoring online programs provide the data necessary to frame curriculum and provide necessary interventions for individual students. We have a comprehensive high school curriculum including all levels of classes for students at risk academically to students who need honors and AP courses. We are currently conducting equity audits across our curriculum to ensure that said curriculum is relevant for all learners racially and culturally.

SPECIAL PROGRAMS — HoLA - Harlem Language Academy - HoLA is a form of bilingual education in which students are taught literacy and academic content in two languages. It offers a unique opportunity for students to excel academically; all while learning a new language!

Fine Arts Academy — The Fine Arts Academy Program is designed for students who display outstanding potential in the areas of movement or dance, music, drama and visual art. Students have additional instruction in music, art, dance, and drama. This program is for students in grades 4-6. Students may choose to sign up for the Fine Arts team in grades 7 & 8.

Advanced Learner Program — This advanced learner magnet program for students in grades 4-6, intended for the top 5% of local (school) population. All students currently enrolled in third grade are screened for this program. Scores from our benchmark assessments (fall, winter & spring) and the input of the MTSS team determines the top 5% of the school population. Individual needs of students drive the focus of the curriculum and instruction. Pre-assessment is used to determine the appropriate kind of differentiation needed. Students may choose to sign up for Honors classes at the Middle and High school.

Specialized Programs for Students with Special Needs — The continuum of services for students with special needs includes specialized programming to meet the needs of our students. These programs include our Structured Teaching Program, our Learning Lab program and our Life Skills program. These programs meet the academic and social and emotional needs of certain students.

SPECIAL SERVICES — Comprehensive social, emotional and academic services are provided for all students preK-grade 12. Attending to the social and emotional needs of our students is our top priority. There is a continuum of services for general and special education students. At the heart of those services is a comprehensive social work program with 25 school social workers district-wide. In order to support the MTSS process for social, emotional and academic interventions, we employ MTSS facilitators at each elementary school. Math and Reading Professional Development Specialists support our Tier 1 academic programming in our elementary schools providing individual and group support to teachers.

TRANSPORTATION — The Harlem School District runs its Transportation Department In-House. It runs 80 buses and there are 4,500 students eligible for transportation.

FOOD SERVICE — The Harlem School District runs its Food Service Department In-House. Meals are prepared at the High School, Middle School, and Parker Center. Elementary meals are delivered from the Middle School. Approximately 4,500 students are served meals daily.

MEMBER OF — LUDA, Parks Chamber, ASHA, IASA, ISBE, AASA, NEBSA, IPA, ASCD, IESA, IDTA, IASB, IASBO, IHSA, AIMS, YMCA.

MEDICAL — The region is served by four hospitals within 20 miles of the District center.

CULTURAL — The Harlem Community is one that is growing in ethnic and racial diversity.

RECREATION — The Rockford Park District serves a portion of the Harlem School District and offers a variety of parks and recreation facilities.

PLACES OF WORSHIP — The community offers a variety of places of worship. The District, as a vital part of the community, has established great partnerships with faith-based organizations.

RETAIL — The 173 corridor in Machesney Park is home to restaurants and shops. In close proximity, we also have the Cherryvale Mall and a host of additional restaurants and shops in Rockford.

COLLEGES — Rockford University, Rock Valley College, Kishwaukee Community College, Rasmussen College, Beloit College (WI), Rockford Career College, Blackhawk Technical College (WI).

INDUSTRY — The Rockford region is most known for manufacturing and aerospace. Health services is also a regional demand.

IDEAL CANDIDATE

Candidates will be evaluated on their professional merits and successful experience that demonstrates a good match for the District, with emphasis on the following, specified by the Board of Education. The Superintendent of our District should be an educational leader who:

- Acts with integrity, fairness and in an ethical manner.
- Advocates, nurtures and sustains a school culture and instructional program conducive to student learning and staff professional growth.
- Promotes the success of every student by facilitating the development, articulation, implementation and stewardship of a vision of learning that is shared by all stakeholders.
- Has proven abilities in human relations and communications.
- Ensures the management of the organization, operation and resources for a safe, efficient and effective learning environment.
- Collaborates with faculty and community members, responds to diverse community interests and needs, and mobilizes community resources.
- Has a willingness to innovate and encourage others to innovate, while remaining accountable to the Board of Education.

Previous successful teaching and administrative experience required.

Residency in District required; timeline for relocation to be negotiated with Board of Education.

**Applicants will be required to provide responses
to the following online application statements:**

1. Describe your experience in curriculum development and instructional implementation.
2. Describe your experience in school finance and budgeting.
3. Describe your experience in developing and monitoring goals for school improvement.
4. Describe your experience in building and sustaining productive relationships with stakeholders (board, staff, students, parents and community members).
5. Describe your experiences in working with a diverse population (socio-economic, cultural, ethnic, etc.).
6. Having read the ideal candidate section of the announcement of vacancy, why do you feel you are a match for this District?

FINANCIAL DATA

EAV	\$ 641,947,719
Bonds Outstanding	\$ 14,110,000
Total Budget Revenue.....	\$ 94,651,538

TAX RATE —

Education.....	4.3513
Operations & Maintenance.....	0.7181
Transportation.....	0.2921
Working Cash.....	0.0008
I.M.R.F	0.1830
Tort Immunity.....	0.1752
Bond & Interest	0.9001
Life Safety/Fire.....	0.0195
Social Security	0.1947
Lease	0.0008
Other	7.1472
TOTAL	4.8121

The Harlem SD 122 Board of Education is comprised of citizens dedicated to providing the best education possible for every student it serves. Board members establish sound written policies and expect the superintendent to function as the chief executive officer in implementing those policies.


Name	*Years
Sue Berogan, President.....	8
Patti Lawrence, Vice President	14
Evelyn Meeks, Secretary	11
Dr. Michael Flanagan,	1
Michael Sterling.....	2
Jill Berogan.....	2
Rich Meister	2

*Years served on the Harlem SD 122 Board of Education.

APPLICANTS ARE REQUESTED NOT TO CONTACT BOARD MEMBERS.

**Website - www.harlem122.org
Facebook - facebook.com/harlemdistrict122
Twitter - <https://twitter.com/HSD122>
YouTube - Harlem Communications**

Harlem SD 122 is an equal opportunity employer and the Illinois Association of School Boards is an equal opportunity employment search agency.

<p>This Professional Superintendent Search is being conducted by the Illinois Association of School Boards, Al Molby, Consultant, Executive Searches, (630) 629-3776, ext. 1235</p>	
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