

An invitation to apply



Superintendent of Schools, Melrose Massachusetts

<https://www.melroseschools.com>

SCHOOL COMMITTEE MEMBERS

Margaret Raymond Driscoll, Chair
Ed O'Connell, Vice Chair
Mayor Paul Brodeur
Lizbeth DeSelm
Jen McAndrew
Jennifer Razi-Thomas
Dorie Withey

SCHOOL BUILDINGS

Elementary Schools (K-5):

- Hoover School
- Horace Mann School
- Lincoln School
- Roosevelt School
- Winthrop School

Franklin Early Childhood Center (PreK-K)

Melrose Veteran Memorial Middle School (6-8)

Melrose High School (9-12)

DISTRICT ENROLLMENT AND BUDGET

Student enrollment for (2022-2023); 3,966 (PreK-12)

Budget: FY23: \$40,253,740

DISTRICT LEADERSHIP

Superintendent

Assistant Superintendent for Teaching and Learning

Assistant Superintendent for Pupil Personnel Services

Director of Finance and Administrative Affairs

Director of Public Works (shared with the City)

Chief Information Officer (shared with the City)

Principals/Assistant Principals (14)

Teachers (350)

QUALIFICATIONS AND COMPENSATION

- Licensed or eligible for licensure as a superintendent of schools in Massachusetts.
- Master's degree required; advanced coursework and degrees considered.
- Minimum of 10 years in education, including teaching, central office and/or administrative experience.
- Salary and benefits package are negotiable.



Melrose Public Schools is an Equal Opportunity Employer

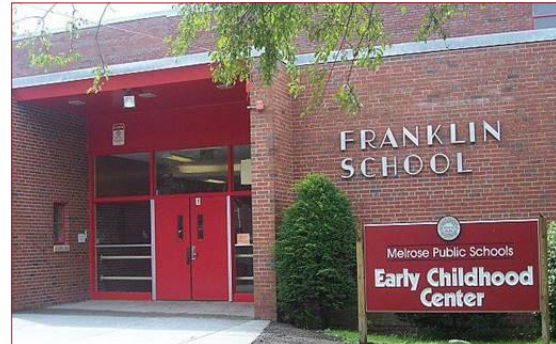
SELECTION CRITERIA

The Melrose School Committee seeks an experienced educator who demonstrates:

- A dedication to creating and maintaining high-quality academic opportunities for college and career readiness for all students.
- Evidence of creating a culture of trust, respect, diversity, equity and inclusion.
- Strong fiscal management skills, with an emphasis on budget development and implementation.
- The ability to successfully collaborate with all stakeholders, and cultivate a positive school climate and culture.
- Experience in leading and mentoring a successful administrative team.
- Expertise in developing, implementing, and over seeing a long-term district strategy.
- An ability to solve complex problems.

TIMELINE 2023

February 24	Deadline for applications
March 2	Semifinalists selected
March 6-13	Semifinalist interviews
March 14	Finalists announced
Week of March 20	Finalist visits/interviews
On/before March 28	School Committee votes to appoint Superintendent
July 1	Start date



APPLICATION PROCESS

Applications available at www.masc.org.

Applications should be submitted to amartin@masc.org with the subject line Melrose Superintendent Search.

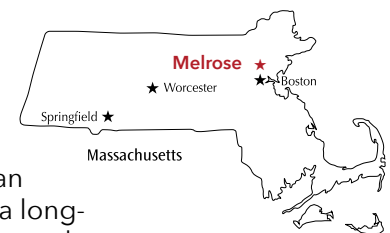
For more information, contact Dorothy Presser at dpresser@masc.org (617-538-2176).

- Completed application information must be received on or before **3:00pm, February 24**.
- The appointment will be made on/before **March 28** with anticipated starting date of **July 1, 2023**.

Please do not contact school committee members or members of the school administration.

COMMUNITY PROFILE

Melrose is a small city located approximately seven miles north of Boston with a geographic area of 4.76 square miles and a population of 29,817 people. Since its settlement in the middle of the 18th century, Melrose has offered its residents a desirable compromise between the crowded metropolis of Boston and the frontier of rural exurbia. Melrose is predominantly residential with exquisite Victorian homes dating from the late 1800s, but beyond being a city of homes, Melrose has a long-standing tradition of being self-sufficient, to support residents' housing, education, employment, health, shopping, entertainment, recreation and leisure needs.



Melrose is proud of its excellent schools, its cultural facilities, including the 100-year old Melrose Symphony Orchestra, Melrose Massachusetts Television, the very active local cable channel, and its Victorian downtown area which is supported by a Chamber of Commerce and dates back to 1900. Another vital component of the quality of life in Melrose is its varied open space and recreation facilities. Ell Pond is a large natural feature in Melrose's center, trees line Melrose streets and parks and open spaces are dispersed through and around the city. Melrose is the true implementation of the notion of a garden city with a commercial/institutional downtown surrounded by housing of varied densities. In addition, the city is ringed by a "green belt" which includes the Middlesex Fells Reservation to the west, and this belt buffers it from surrounding communities. Melrose's recreational facilities include two golf courses, Pine Banks Park, and Morelli field, a state-of-the-art baseball facility.