



## **Holton Public Schools Notice of Intent to Employ**

### **Posting Date**

April 29, 2025

### **Position**

Elementary Principal

### **Qualifications**

Desired applicants will possess a valid Michigan teaching certificate, hold a Master's degree in Educational Leadership or equivalent, and be able to meet the School Administrator Certification requirements as outlined by the State of Michigan. The desired candidate will possess 3-5 years of teaching or administrative experience at the elementary level, possess a strong knowledge of early childhood literacy assessment and teaching practices, have extensive knowledge of Multi-Tier Systems of Support, and be skilled in leading high academic achievement for elementary students.

### **Reports To**

Superintendent

### **Essential Functions**

- Responsible for the supervision, evaluation, and leadership of teachers, support staff, and ancillary staff.
- Possess a strong understanding of state and federal programming requirements, of all legal requirements of special education, and a strong knowledge of the building level budgeting process.
- Able to develop, implement, and sustain tiered intervention strategies to assist struggling learners by addressing the needs of the whole child.
- Demonstrated success as a flexible, collaborative team player skillful in using assessment data to inform instructional practices, strategies, and interventions so that students are successful.
- Lead through the leveraging of the district systems and routines, while maintaining a drive for results by demonstrating persistence, directness, and the ability to monitor and plan ahead.
- Demonstrated evidence of active participation and leadership in professional development.
- Possess a strong understanding of curriculum, instruction, and assessment and the role a Guaranteed and Viable Curriculum plays in student achievement.
- Promotes a culture of high expectations for student growth and achievement by maintaining high-quality teaching and learning practices and shared accountability.

The Board of Education does not discriminate on the basis of race, color, national origin, sex (including sexual orientation and transgender identity), disability, age, religion, height, weight, marital or family status, ancestry, genetic information, or any other legally protected characteristic, (collectively, "Protected Classes") in its programs and activities, including employment opportunities. If you feel you have been discriminated against, please contact:

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- Able to successfully integrate technological applications into the curriculum.
- Able to promote strong parental and staff involvement to create a school vision for student success.
- Able to successfully advocate on behalf of students with staff, administration, and parents.
- Demonstrated success as a proven and effective communicator.

## **Competencies**

- Strong desire and ability to achieve outstanding student achievement results in a short amount of time.
- Ability to prioritize student-learning needs over the customs, routines, and established relationships that can stand in the way of necessary change.
- Ability to motivate others and influence their behaviors.
- Talent to foster collective responsibility and ownership for greater student achievement.
- Ability to help create and thrive in a professional environment that is one of mutual respect, teamwork, and accountability.
- Capacity to rigorously create and sustain a well-orchestrated system of ongoing data collection and analysis to inform a continuously responsive and adaptive system of tiered instruction attentive to students' specific academic needs.
- Achieve results by taking risks and reflecting and acting on lessons learned.

## **Starting Date**

July 1, 2025

## **Salary**

The district will offer a competitive compensation and benefits package that is commensurate with the candidate's education and credentials.

## **Application Deadline**

Monday, May 12, 2025 at 4:00 PM

## **Application Instructions**

Please provide a letter of interest, current resume, copies of transcripts and teaching credentials, and letters of reference to:

Dr. Adam Bayne, Superintendent  
Holton Public Schools  
6500 4<sup>th</sup> Street  
Holton, MI 49425

**Approved by Dr. Adam Bayne, Superintendent on April 29, 2025.**