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READING PUBLIC SCHOOLS

ADMINISTRATION OFFICES

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Superintendent

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TO: Reading School Committee
FROM: Dr. Harry K. Harutunian
DATE: April 22, 2003
TOPIC: Superintendent Leadership Profile

Please find attached, for your information, a copy of the Reading School Committee Superintendent Search Leadership Profile completed by Search Consultant Lyle Kirtman. Lyle will meet with new School Committee members Rob Spadafora and John Carpenter on April 29th at 6:00 p.m. to receive their input. Lyle has scheduled an additional meeting for community input on April 29th at 6:30 p.m.

If you have any questions, please contact me.

*Reading School Committee
Superintendent Search
Leadership Profile*

The next Superintendent of the Reading Public Schools will be an individual who possesses highly effective communication and interpersonal skills. This individual will be an excellent communicator and listener, one who is capable of articulating a conceptual vision of the k-12 program. The future Superintendent should have a background that includes the planning and development of new school facilities and renovation projects and should have insights relative to current trends and developments in secondary education. The Superintendent will have a background of success in bringing diverse groups together to work for the common good of education. This position requires an individual who possesses high levels of business acumen complimented by effective business skills. The superintendent will represent an individual who is politically savvy who understands the operations of municipal government while serving as a passionate advocate for the educational program.

Educational Leadership Competencies

- Possesses a comprehensive understanding about the k-12 educational program
- Understands state mandated requirements, MCAS requirements
- Knowledge of special education preferred
- Serves as a "Big Picture" thinker
- History of serving as a highly effective educational leader
- Effectively articulates educational vision, programs and needs to the community
- Decisions are rooted in what best serves the educational needs of students
- Presents high level expectations for self, staff, students and community
- Communicates effectively within the system stretching the thinking of staff
- Serves as an excellent judge of talent; grows internal leadership
- Possesses a conceptual understanding about how technology can serve to enhance teaching and learning
- Possesses current knowledge of educational trends and issues
- Is current in understanding about secondary education (organization, curriculum, staffing, etc.)

Administrative/Managerial Competencies

- Well grounded in understanding about school and municipal finance
- Understands the inner workings of Municipal Government and the importance of a strong relationship between the town and schools
- Inclusionary Leader who works effectively in a team management setting
- Data analysis experience
- Effective negotiator, mediator
- Effectively delegates

- Decisive decision maker who is capable of out of the box thinking
- Maintains a comprehensive understanding about how technology is effectively utilized as tools of management and communication
- Demonstrates highly effective human resource management skills
- Balances effective process with timely decision making
- Maintains a high level of political savvy
- Demonstrated history of effectively motivating staff
- Shows the ability to handle detail effectively
- Possesses highly effective interpersonal skills

Personal Attributes to Consider

- 1. Highly ethical**
- 2. Maintains highest level of integrity**
- 3. High level of energy and stamina**
- 4. Honest**

- Passion
- Proactive
- Intelligent
- Articulate
- Presents self in a cool, professional manner
- Maintains a sense of humor
- Approachable and accessible
- Steady
- Stable
- Predictable
- Proactive
- Effectively anticipates

Qualifications and Experience

- Comprehensive educational experience at all levels
- Track record of previous success as an educational leader
- High level of business acumen and budgeting skills
- Student centered
- Preference will be given to candidates who possess a doctorate in an appropriate educational field of study
- Preference will be given to candidates who have previous experience involving new school building and renovation projects
- Certified or shows evidence of being certifiable by the Massachusetts Department of Education



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TO: Reading School Committee

FROM: Dr. Harry K. Harutunian

DATE: April 22, 2003

TOPIC: Superintendent Search Committee

Please find attached, for your information, a list of people who are serving on the search committees for the superintendent.

If you have any questions, please contact me.

SUPERINTENDENT SEARCH COMMITTEE

Ms.	Karen	Callan	Administrator
Ms.	Linda	Carey	Teacher
Mr.	John	Doherty	Administrator
Mr.	Richard	Foley	Community Member
Ms.	Carol	Grimm	Community Member
Mr.	Carl	McFadden	School Committee
Mr.	John	O'Connor	Parent
Ms.	Gael	Phillips-	Parent
		Spence	
Mr.	Charles	Robinson	Finance Committee
Mr.	Rick	Schubert	Board of Selectmen
Ms.	Camille	Visconti	Teacher