Application and Selection Procedure

The Board of Education of the Fairview Area Schools, Fairview, Michigan, is conducting a search for a Superintendent / K-12 Principal. The board seeks to employ an innovative leader in education and administration to fill the current vacancy. It is expected that the candidate will take office on or before July 1, 2020. Early start date is negotiable.

We encourage university placement officers, professional organizations, colleges of education, and interested individuals to refer this position to well-qualified applicants.

Application materials must include the following items in order to be considered:

- A cover letter indicating your interest in this position
- A current resume with e-mail address* and phone number
- Copies of transcripts and certifications
- At least three (3) letters of recommendation that support the position.

* A current e-mail address is required in order for us to send documents pertaining to confidentiality and background check.

Please send all materials to:
Fairview Area Schools’ Board of Education
1879 East Miller Road
Fairview, Michigan 48621

Advisory: In accordance with Section 1809 of Michigan’s Revised School Code, it is a criminal misdemeanor to use a suspended, surrendered, revoked, nullified, fraudulently obtained, altered or forged teaching certificate, school administrator certificate, other State Board of Education approval, or a certificate or approval of another person for the purpose of obtaining employment.

Applications will be reviewed and evaluated on a rolling basis. Position will be filled as soon as an ideal candidate is identified.

Fairview Area Schools is an equal opportunity employer.
Selection Criteria
The Fairview Area Schools’ Board of Education is seeking a Superintendent / K-12 Principal with the following qualifications and traits:

- Earned a Master’s Degree from an approved institution of learning with additional study in educational administration
- Acquired successful experience in teaching and in the administration of schools and staff management
- Meets all the requirements for certification as established by the Michigan State Board of Education
- Record of success in past positions to include improving academic and personal achievement for all students
- Proven experience with strategic planning and the ability to accomplish short and long-range goals within the scope of the District’s vision and mission
- Responsible for student discipline utilizing both a traditional and trauma-informed approach
- The ability to effectively oversee general administration of personnel, instruction, finance, transportation, and building operations
- The ability to collaborate with all constituents of the district and community
- Strong record of honesty and trustworthiness
- The ability to represent the district in a professional manner with all stakeholders
- An expectation to be invested and involved in the community of Fairview

2019-20 School District Information
K-12 Enrollment…………………………... 305
Instructional Staff…………………………. 19
Support Staff………………………………. 16
Administrators…………………………….… 1
Foundation Grant……………………  $8,111.00
Debt Retirement – mills……………………  .64
Sinking Fund – mills…………………..     .9964
2019-20 Est Revenue Budget……..   $3,345,136

Board of Education
Anne Tompkins…………………..…President
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Janice Handrich………………………Treasurer
Mike Alchin………………………..Trustee
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Tentative Timetable
Initial Posting:         February 25, 2020
Applications:           Accepted on a rolling basis
Interviews:             To begin mid-March
Superintendent / K-12 Principal on site:    On or before July 1, 2020
                     Early start date negotiable

District Profile
Fairview Area Schools is located in rural, northeastern lower Michigan. We are located in Oscoda County, which we share with one other school district, Mio AuSable Schools.

We are a member of the C.O.O.R. Intermediate School District and participate in its programs.

Oscoda County offers abundant hunting and fishing opportunities and outdoor recreational activities. The racial background is predominately Caucasian and the political background is conservative. Approximately 74% of our students come from economically disadvantaged households and the county’s median household income is $40,255.00.

The district is comprised of three small villages and the countryside between them. Those villages are Comins, Curran, and Fairview. These communities have been very supportive of the educational process.

All Kindergarten through 12th-grade students and administrative staff are housed in one building.

Highlights / Points of Pride
- Ranked #1 Traditional Public School District in Michigan by Bridge Magazine
- Ranked in Top 5% of Best-Performing Rural Schools in Michigan
- Bronze Medal – America’s Best High Schools
- National Honor Society
- One-to-One Technology
- Dual-Enrollment through Kirtland Community College
- Early College Program through Kirtland Community College
- K-8 Music Program, Secondary Music through Kirtland Community College
- Championship Athletics Program

Our schools’ mission is to educate all students to their maximum potential. At the same time, our goal is to foster positive growth in social and emotional behaviors and attitudes so that students can become productive citizens.

“Expect Excellence”