



MINUTEMAN
HIGH SCHOOL REVOLUTIONIZED

Minuteman Superintendent Profile

Minuteman Regional Vocational Technical School District
Lexington, MA
November 2023



1. The superintendent will possess the proven administrative, leadership, and personal skills necessary to ensure success for the entire Minuteman community.

Demonstrate a strong record of leadership and accomplishment in the following areas:

- CTE administrative experience
- Education theory and practice, including classroom experience
- Broad knowledge and understanding of regional school governance and oversight in Massachusetts
- Strategic planning and vision
- Modeling best practices for motivating personnel to excellence
- Financial and operations management
- Commitment to Distributive Leadership
- Support for staff development and growth
- Ability to plan and complete complex projects
- Thoughtful, compassionate leadership
- Recruitment and retention of a highly skilled, diverse workforce that is committed to CTE and to students

2. The superintendent will be a thought leader in CTE and workforce development.

- Ensure that Minuteman remains relevant in the academic arena and in the workforce
- Envision, plan, and introduce programs that are built for tomorrow's workforce
- Discontinue programs that are no longer relevant - based on data, and industry and workforce indicators
- Position Minuteman as a go-to resource for communities and businesses
- Establish Minuteman as a recognized leader in vocational technical education for its academic quality, vision, influence, and overall reputation

3. The superintendent will prioritize curriculum, teaching, and learning in both academics and CTE.

- Focus on continuous improvement of CTE and academic programs
- Promote the implementation of "best practices" for all aspects of teaching and learning at Minuteman
- Expand opportunities for literacy and math
- Create an environment for student success, recognizing the unique strengths of each student
- Support strong services for students with special needs and other learning challenges
- Attract and retain top quality staff
- Support staff to stay current with innovations in their fields
- Provide opportunities for professional development and career growth

4. The superintendent will be a strong communicator known for transparency, with excellent verbal and written skills effectively representing Minuteman to the member towns and their stakeholders, including municipal leaders, finance committees, town meetings, and community members.

The superintendent will articulate and advocate for the school district and its students:

- Be the public face of Minuteman, representing one of the premier CTE schools
- Foster a culture of inclusion and respect for all members of the Minuteman community
- Ensure that parents, students, staff, and community members are informed about events, innovations, and developments at Minuteman on a regular, frequent basis
- Promote the benefits of a Minuteman education in preparing students for college, career, service, and trades
- Promote Minuteman strengths, values, and the “Minuteman Difference” to the community
- Represent Minuteman at the federal, state, and local levels to secure further legislative, financial, and programmatic support
- Promote career and technical education in Massachusetts
- Work with the school committee to strengthen community support
- Collaborate with district, municipal, and other regional boards to support stable regional governance

5. The superintendent will “put students first.”

- Support and promote equitable student access to Minuteman opportunities
- Contribute to and ensure a culture of belonging, engagement, trust, and openness for students staff, parents, and the Minuteman community
- Model and inspire life-long learning
- Support the full life of the students including CTE, academics, athletics, arts, extracurricular activities, and other activities that promote social and emotional well-being

6. The superintendent believes in and leads through collaborative decision-making.

The superintendent will:

- Engage and empower faculty and staff to create an environment of creativity, curiosity, and technical innovation
- Lead the process of constructive school community change and adaptation
- Work effectively with the unions, non-union staff, and the school committee to build a mutually respectful partnership
- Build a culture that is supportive of families as key partners in the education of their children.
- Be a truly empathetic leader who understands the importance of a collaborative culture that centers the work on students

7. The superintendent will lead an effective effort to expand the alumni network to inspire students, build relationships in the community, and provide job experiences for students.

- Seek opportunities for students to contribute relevant CTE skills to member town projects
- Retain and develop off-campus work and COOP opportunities for eligible students
- Build a broad network of business partners to identify and support programs that meet Massachusetts' workforce needs both now and in the future

8. The superintendent will promote Minuteman to students, community leaders, and businesses.

- Develop a master plan to optimize enrollment
- Support and meet the workforce need for CTE graduates
- Develop and maintain Minuteman facilities to meet enrollment and community needs
- Develop, manage, and refine the work of the Minuteman Technical Institute as an invaluable regional program
- Cultivate a constituency of businesses and employers who will see a highly diverse student body and alumni corps from Minuteman as a principal source of proficient, creative, adaptable, and skilled workers