



Seeking an Executive Director of Finance and Business

Welcome to Bettendorf Community School District!

Where Excellence Begins and Futures Take Shape

Application Deadline: May 8, 2025

Why Choose BCSD?

The Bettendorf Community School District (BCSD) is one of Iowa's premier school districts, known for its exceptional academic programs, outstanding extracurricular activities, and strong community support. We are committed to ensuring every student has access to high-quality education, innovative learning opportunities, and a supportive environment that fosters success. BCSD serves students from preschool through 12th grade, providing modern facilities, dedicated teachers, and a wide range of programs to help every child reach their full potential.

Academics & Programs

Rigorous & Innovative Curriculum

- Top-ranked schools offering challenging coursework and hands-on learning
- 24 Advanced Placement (AP) courses and college-credit programs
- STEM-focused curriculum with hands-on experiences in engineering, robotics, and coding
- Career & Technical Education (CTE) academies in business, healthcare, engineering, hospitality, and more

Early Childhood & Elementary Education

- Full-day kindergarten & 4-year-old preschool programs
- Small class sizes with personalized learning experiences
- Award-winning reading and literacy initiatives

Middle & High School Excellence

- Bettendorf High School recognized as a Top 10 high school in Iowa by U.S. News & World Report
- State and nationally recognized speech, debate, and fine arts programs
- Cutting-edge technology integration in classrooms
- College & Career Readiness
- Internship & job-shadowing partnerships with John Deere, UnityPoint Health, and local businesses
- National Merit Scholars & high ACT/SAT performance
- Students earn industry certifications and college credits while in high school



District Data

Enrollment - 4,257

Free & Reduced Qualifying - 35%

Open Enrollment In - 712

Open Enrollment Out - 341

Staff - 647

Tax Rate - \$12.38

Revenue \$85K

Our Commitment to Student Success

Support Services

- Advanced learning programs & gifted education
- Comprehensive special education services
- Social-emotional learning (SEL) initiatives to support student well-being
- School counselors and college/career advisors to guide students toward success

A Thriving Community

- Bettendorf is a safe, family-friendly city with top-rated schools and a high quality of life
- Strong parent and community engagement through PTAs and school partnerships
- Vibrant arts, culture, and recreational opportunities throughout the area





Bettendorf Community School District

Community | Lifelong Learning | Integrity | Empowerment

The Bettendorf Community School District Seeks an Executive Director of Finance and Business

Who:

- 1. Makes decisions and demonstrates leadership that supports the mission, goals, and interests of the District and of students.
- 2. In conjunction with the Superintendent, supervises the financial affairs of the District, including the handling of all funds, accounting, and reporting procedures.
- 3. Acts as advisor to the Superintendent on the school budget and all other business and financial matters.
- 4. Administers accounting systems and functions for the District.
- 5. Assists the Board Treasurer in coordinating short and long term investments.
- 6. Serves as a member of the negotiating team.
- 7. Office manager for the Administration Center.
- 8. Assists administrators in interpreting and applying negotiated agreements and related Board policies.
- 9. Administers the District's unemployment and workers compensation programs
- 10. Coordinates the District's budget development process and management.
- 11. Arranges for the internal and external auditing of school accounts.
- 12. Supervises storage and distribution of supplies and equipment.
- 13. Develops District financial projections.
- 14. Assists in developing priorities and long-range goals for the District.
- 15. Assists in recruiting, screening, hiring, assigning, supervision and evaluating personnel for positions under his/her jurisdiction.
- 16. Works to maintain effective District community relations and interprets the financial concerns of the District to the community.
- 17. Develop and oversee the District's financial internal controls.
- 18. Performs all other tasks as assigned by the superintendent.

Qualifications

1. A minimum of Bachelor's degree in education, business management or accounting.
2. A minimum of four years' experience in one of the above fields, including at least one year of experience in a supervisory capacity.
3. Such alternatives to the above guidelines as the Superintendent and the Board may deem appropriate.

Applying

Bettendorf Community School District encourages all qualified candidates to apply. Inquiries concerning an SBO license should be referred to the Iowa Department of Education at 515-281-3245.

Apply online at:

www.rayassoc.com

Questions should be directed to:

Ray & Associates, Inc.

Phone: 319-393-3115 Fax: 319-393-6911

info@rayassoc.com

Please do not contact the Board of Education, Superintendent or District directly.

Deadline and Selection

All materials submitted as part of the application will remain confidential to the extent allowed by law, which includes board review in strict confidentiality. Selection of candidates for final interviews is the sole responsibility of the district. Persons wishing to be considered for the position should submit an application file online including:

- A letter of application stating personal qualifications, experiences, and reasons for interest in the position.
- The online application form and a resume.
- 3-4 current letters of recommendation (within 6-12 months preferred).

Salary and Benefits

The salary will be \$131,376.00 plus an 8.5% annuity along with an excellent benefit package. The final salary for the successful candidate will be determined based upon proven experience, qualifications, and criteria.

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