



WEST SONOMA COUNTY UNION HIGH SCHOOL DISTRICT

Is Seeking an Experienced
District Superintendent

The West Sonoma County Union High School District is an equal opportunity employer.

*West Sonoma County Union High School District policy prohibits discrimination and/or harassment of students, employees and job applicants at any district site or activity on the basis of actual or perceived race, color, national origin, ancestry, ethnic group identification, medical condition, genetic condition, genetic information, disability, gender, gender identity, gender expression, sex, sexual orientation, age, political affiliation, organizational affiliation, veteran status, marital status, or parental status.
Please direct inquiries regarding the District's non-discrimination policies to any school or district administrator.*

The District:

WSCUHSD is located in Western Sonoma County stretching from the rural orchards and dairies north of Petaluma on up the coast to the historic reaches of Fort Ross.

The District lies within the world famous wine, grape, and apple producing region of Sonoma County. The largest residential area in the District is the city of Sebastopol, located fifty miles north of San Francisco and 10 miles west of Santa Rosa. North of Sebastopol the communities of Forestville, Cazadero, Graton, Guerneville, Occidental, and Monte Rio offer a slower paced life style for middle-income families who work in the area.

Our high schools and middle school serve students in grades 7-12 and have a combined enrollment of 1916 students. WSCUHSD is the home of two comprehensive high schools, Analy and El Molino; one continuation high school, Laguna and one charter middle school, West County Charter Middle School. The District is also the LEA for the West Sonoma County Special Education and Student Services Consortium.

Students who enter the District's schools come from diverse experiences in ten elementary districts spread across the western part of the county. Strong parent and community support for education is evident as WSCUHSD students traditionally surpass state and national averages in academic achievement tests and college entrance exams. 20% of our students transfer to the District from neighboring areas attracted by arts, culinary, debate, college prep, agriculture, and student activities. Approximately 80% of the District graduates go on to attend a community college, four-year college or business/trade school.

Credentials:

- A valid California Administrative Credential
- A valid California Teaching Credential

Education/Experience:

- Secondary classroom experience
- Minimum of 3-5 years experience as a high/middle school site administrator
- Minimum of 3 consecutive years of experience as a superintendent/assistant superintendent in one district
- Masters/Doctorate preferred, not required

Required Qualifications:

- Strong leadership skills that include active collaboration with all stakeholders within the District and across the community.
- Values, supports and advocates for public education.
- Effective collective bargaining skills.
- Demonstrates knowledge of state and federal funding sources.
- Ability to obtain funding from outside sources in grants and/or donations.
- Excellent verbal/written communication and listening skills; relates to people at all levels in the organization.
- Commitment to the breadth of curriculum; including electives and student activities.
- Ability to work effectively with the Board of Education to foster the vision and achievement of the District Goals.
- Ability to build relationships with local media and community groups.
- Experience in alternative education that can expand on our current educational opportunities.
- Strong understanding of school finance.
- Experience serving as the administrator for special education laws and procedures.
- Knowledge of the Local Control Accountability Plan (LCAP) and Local Control Funding Formula (LCFF).
- Ability to develop, review and oversee the Comprehensive Safety Plans, while working closely with site administration, site safety committees and Director of Facilities, Maintenance and Operations to ensure the plans are updated annually and meet all the requirements of Education Code.
- Capable of directing the development, evaluation, and revision of curriculum and instruction. Assumes responsibility for the implementation of approved programs.
- Ability to coordinate and articulate curriculum among and between school site departments and partner districts.

Desired Qualifications:

- Bilingual language skills

Professional Skills and Abilities

- Demonstrates instructional leadership qualities; has a record of leading curricular initiatives.
- Ability to work effectively with the Board of Education to foster the vision and achievement of the District Goals.
- Desires to participate in community activities that benefit the District.
- Ability to work with our partner districts to create pathways to our high schools.
- Fully involved in professional relationships with districts across the county and the Sonoma County Office of Education.
- Respond quickly and effectively in emergency situations.
- Ability to connect with a variety of stakeholders to take an interest in what is happening on our campuses and community.
- Interfaces with our students, parents, partner districts and community to promote our District.
- Coordinates the development and implementation of the Local Control Accountability Plan (LCAP).
- Accepts leadership responsibility to bring ideas to fruition and communicate the plan to all stakeholders so the ideas are implemented in a timely manner.
- Ability to continue to provide equity and equality across the District.
- Ability to build a strong Administrative Governance Team.

Personal Characteristics:

- Strong work ethic that results in accurate, complete, timely, and high quality work products.
- Demonstrates integrity, honesty, transparency, sincerity and fairness.
- Excellent verbal/written communication and listening skills; relates to people at all levels in the organization.
- Approachable and accessible; has an open door policy.
- Demonstrates appreciation for the District's culture.
- Recognizes and respects the differences of perspective and style on the Board, among staff, students, parents and the community.
- Build and maintain a climate of trust and respect.
- Highly visible, active and engaged at the school sites and in the community.
- Likeable, warm and friendly.
- Demonstrates a good sense of humor when appropriate.

Application Procedure:

- Applications must be submitted on-line through EdJoin by Friday, March 2, 2018, 4:00 p.m.
- A complete application for the position shall include copies or proof of documents submitted. Applicants submitting incomplete applications will not move on to the paper screening process.

Applications Must Include:

- A complete, signed and dated on-line EdJoin application (<https://www.edjoin.org/>)
- Letter of Interest describing your qualifications and interest for the position
- Current Resume
- Three (3) current letters of recommendation
- Copy of Credential

Selection Procedure:**Application Deadline:**

Friday, March 2, 2018, 4:00 p.m.

Late applications will not be accepted. All applications will be held in strictest confidence.

March 5-8, 2018

Applications will be reviewed by a Paper Screening Committee to select top candidates to be interviewed.

March 8 and 9, 2018

Candidates will be contacted by telephone to arrange an interview. Candidates not selected for an interview will be notified by mail.

March 14, 2018 (if necessary March 15, 2018)

Interviews of selected candidates will be conducted by the Selection Advisory Committee.

March 20, 2018

W SCUHSD Board of Education holds interviews with finalists.

April 2-3, 2018

W SCUHSD Board of Education visits district and community of top finalist.

April 3-6, 2018

W SCUHSD Board of Education finalizes the final selection and negotiates a contract with finalist.

April 11, 2018

W SCUHSD Board of Education approves contract of finalist and announces the new superintendent.

Disqualification:

Any applicant who attempts to contact an individual Board Member with the intent of influencing the decision of the Board will automatically be disqualified.

Salary and Contract:

- Start Date: July 1, 2018
- Salary: Negotiable and competitive based on experience
- Work Year: 225 workdays
- Plus over \$20,000 in benefits including:
 - ✓ Medical benefits for employee and family capped at the Kaiser composite rate
 - ✓ Dental/Vision
 - ✓ Life Insurance
 - ✓ Car Allowance
 - ✓ Phone Allowance

Questions:

Mia Del Prete

Director of Human Resources

(707) 824-6411

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“The mission of the West Sonoma County Union High School District is to provide high quality instruction as student achievement is our top priority.”