



**Information for Applicants for the Position of  
SUPERINTENDENT**

**West Contra Costa Unified School District**

**A Dynamic Professional Opportunity**

THE POSITION

The Board of Trustees of the West Contra Costa Unified School District invites highly qualified candidates with a strong record of success in leading and managing complex education organizations and improving student achievement to apply for the position of district superintendent. Our new superintendent will build on the strengths of our district and address the challenges that we face. Our new superintendent will also be able to identify and implement initiatives that will improve the performance of our low performing schools and prepare all students throughout the district for success in higher education and/or a career with growth potential. A strong record of success in the areas of financial management, instructional leadership, and hiring and retaining a high quality staff will be essential. Successful professional experience in working in larger, more diverse systems will be important.

PROFESSIONAL PROFILE

The West Contra Costa Unified School District seeks a superintendent who:

- Has a track record of success in improving academic achievement for all groups of students
- Will provide effective management of our district's financial resources and make sure those resources are toward the areas of greatest need
- Will strengthen efforts to maintain a positive, safe learning environment with emphasis on Restorative Justice, and other programs, which hold students accountable for their behavior and establish pathways to their success in school

- Will identify and implement strategies to improve the performance of our low performing schools. A track record of success in helping low performing schools is very important
- Has successful experience in leading and managing change initiatives
- Is able to motivate our community to support our schools and engage them in school improvement initiatives
- Will strengthen our accountability systems and establish high expectations for performance from our students and staff
- Will use our strategic and LCAP plans to build on our strengths and address the challenges facing our district
- Will build on the success of the Academy Schools, Middle College, the Kennedy Fab Lab, and other successful programs
- Has experience in working in larger, more diverse school systems
- Recognizes the value of the effective use of technology to improve teaching and learning and build a strong management information system
- Will be able to build the systems and structures that support systemic improvement in student achievement throughout the district.
- Is able to build positive, collaborative relations with our staff, parents, and community
- Is able to address the issues associated with the growth of charter schools and attendance at schools outside the district

## PERSONAL PROFILE

The West Contra Costa Unified School District seeks a superintendent who:

- Truly believes that every student can and will learn and is capable of achieving at high levels
- Values the meaningful participation of our students, staff, parents and community in the District's decision making processes
- Will help our district and community address the issues of institutional racism that impact the success of our students
- Recognizes the importance of educating the whole child
- Is approachable and knows the importance of being visible in schools and the community
- Values the importance of teamwork and collaboration
- Will always keep student success as the major focus of our work
- Has effective communication skills (writing, speaking, listening)
- Has a record of success as a strong instructional leader
- Has a will to succeed attitude and a passion for improving the achievement of our students

- Sees diversity as an asset and will build on its strengths but be able to address the diverse needs of different groups of students
- Values professional development and continuous improvement for all
- Is action oriented and will take the steps necessary to help every school become a high performing school
- Is able to address the issues associated with the growth of charter schools
- Recognizes the importance of addressing both the academic and social/emotional needs of our students

#### DESIRED EDUCATION/EXPERIENCE

- A record of focusing on students and improving achievement especially for low performing schools
- A strong fiscal background with understanding of best practices in financial management
- An educator with K-12 experience in the classroom and administration
- A Masters degree and evidence of continuous professional growth
- Successful leadership experience in a larger, more diverse system

#### SELECTION PROCESS

The Board of Trustees has retained Don Iglesias, Dennis Smith, and Jim Brown of *Leadership Associates* to recruit qualified candidates. The consultants will screen applications and recommend candidates to the Board for interviews and further consideration. Any contact with board members, in an attempt to influence the selection process, will be considered a breach of professional ethics. Finalists will have an opportunity to familiarize themselves with the community and schools. Board members reserve the right to visit the district and communities of a candidate prior to a final decision.

#### SALARY AND CONTRACT

The salary will be competitive and based upon qualifications and experience. A multi-year contract will be considered.

#### APPLICATION REQUIREMENTS

To be considered, the candidate must provide:

- A fully completed application form.
- A letter of application.
- A resume.
- Three (3) current letters of recommendation.

All materials will be acknowledged and treated confidentially.

## THE DISTRICT

West Contra Costa Unified School District serves some 29,000 students at 54 schools in the East Bay region of the San Francisco Bay Area. The District serves the cities of El Cerrito, Richmond, San Pablo, Pinole and Hercules, along with several unincorporated areas of Contra Costa County, including North Richmond, El Sobrante, Tara Hills, Kensington and Montalvin Manor.

The student population is diverse. Some 51.6 percent are Hispanic or Latino, 18.9 percent are African American, 11.4 percent are Asian, 10.8 percent are White, 6 percent are Filipino, 0.9 percent are Pacific Islander and 0.4 percent are American Indian.

About 72 percent of the District's students are considered low income.

English learners make up 32.8 percent of the students served by the District, with the predominate language being Spanish.

And 13.2 percent of the students are designated special education.

The belief that all students can achieve at high levels of proficiency and that the effects of institutionalized racism can be mitigated is central to how equity is viewed in West Contra Costa Unified School District.

As a Full Service Community Schools district, WCCUSD works with its community partners to provide the resources necessary to achieve educational success, well-being and self-efficacy for students, families and communities. Our diverse community traditionally values and supports its schools.

Among other initiatives, the District has embarked on ensuring that every school has a college-going culture supported by the resources necessary to ensure that students are eligible for, and successful at the college of his or her choice.

Students in the District have access to a robust Visual and Performing Arts curriculum, several after school programs and services, innovative engineering and technology pathways, and a comprehensive athletics program at each high school.

Challenges facing the District include those with improving our low performing schools, improving the academic performance of all students with a particular focus on students of color and those in poverty, dealing with the growth of charter schools, and ensuring that our resources are spent wisely and effectively and in support of achieving the goals in our Local Control Accountability Plan.

For more information, visit: [www.wccusd.net](http://www.wccusd.net)

## THE COMMUNITY

West Contra Costa County sits on San Francisco and San Pablo bays, northwest of the City of San Francisco, and is home to an estimated 250,000 residents of diverse backgrounds.

No one race or ethnic group is the majority. Some 36.5% of local residents are Hispanic/Latino, 22% are white, 20.3% are Asian, and 14.9% are Black.

The unemployment rate is 10.6 percent for the entire West County area and the median household income is \$63,137. 16.8 percent of families with children under 18 are living in poverty.

Single mothers lead about 25 percent of households with children under 18. 35 percent of those families live in poverty.

Home to many of the workers who drive the Bay Area's tech economy, the area features Chevron's Richmond refinery and Hercules-based Bio-Rad Laboratories, Inc.

There are many densely populated areas in the southern and western portions of the District, while the northern and eastern ends feature more rural areas with rolling hillsides and hidden valleys. Spanning more than 61 square miles, much of the landscape is reserved for open spaces, including large portions of Wildcat Canyon Regional Park and Point Pinole Regional Shoreline.

The area featured large rancheros before California became a state, and many large swathes of land are still reserved for cattle grazing and undeveloped woodland in the areas surrounding Pinole, Hercules and the unincorporated community of El Sobrante.

From the hills in San Pablo, Richmond and El Cerrito, visitors can see the Golden Gate Bridge, Bay Bridge, the San Francisco skyline, and Mount Tamalpais. Those who enjoy being outdoors have hundreds of miles of hiking trails, including the Bay Area Ridge Trail and San Francisco Bay Trail, and fishing in both the San Pablo Bay and fresh water reservoirs and lakes.

#### THE BOARD OF TRUSTEES

***Randall Enos, President***

***Liz Block, Clerk***

***Valerie Cuevas, Member***

***Todd Groves, Member***

***Madeline Kronenberg, Member***

***The West Contra Costa Unified School District  
is an equal opportunity employer.***

#### APPLICATION

**To Request an Application for the West Contra Costa Unified School District  
Superintendent Position:**

E-mail: [lhunt@leadershipassociates.org](mailto:lhunt@leadershipassociates.org)

Phone (760) 771-4277

**Leadership Associates**

Jim Brown, Don Iglesias and Dennis Smith, Consultants

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La Quinta, CA 92253

E-mail: [lhunt@leadershipassociates.org](mailto:lhunt@leadershipassociates.org)

[www.leadershipassociates.org](http://www.leadershipassociates.org)

**Applications must be completed and returned via email by April 25, 2016, 5 p.m.**