



Information for Applicants for the Position of

SUPERINTENDENT
Belmont-Redwood Shores School District

A Dynamic Professional Opportunity

THE POSITION

The Board of Education of the Belmont-Redwood Shores School District invites highly qualified educational leaders to apply for the position of District Superintendent.

PROFESSIONAL PROFILE

The Belmont-Redwood Shores School District seeks a superintendent who:

- Possesses excellent written and oral communications skills
- Will be a visible participant in the schools and in the local communities
- Supports, develops and mentors staff
- Has strong management skills, delegating and monitoring as appropriate
- Is responsive to issues and concerns, giving thoughtful consideration in decision making
- Appreciates input toward change to improve the organization
- Has a proven track record in negotiations and effective hiring practices
- Maintains a calm demeanor in times of challenges
- Holds people accountable for their work and expects all administrators to do the same
- Trusts others to do their work effectively
- Is a visionary, inspirational and strategic leader who seeks input and ideas to achieve goals
- Has a strong background in curriculum and instruction
- Understands Special Education, including the legal aspects of these programs

PERSONAL PROFILE

The Belmont-Redwood Shores School District seeks a superintendent who:

- Is respectful and appreciative of staff, students and parents
- Genuinely loves schools and students
- Is approachable and friendly
- Is personable, uses humor when appropriate, but is also able to have difficult conversations when needed
- Assumes positive intent in others
- Is an honest and transparent leader, with high integrity and moral character

DESIRED EDUCATION/EXPERIENCE (PREFERRED)

- Masters degree or higher with a record of continuous learning (Doctorate preferable)
- An educator with K-8 experience in California
- A strong fiscal background and understanding of the budget
- A record of focusing on students and improving achievement in a diverse community that is highly engaged
- Experience as a teacher, a principal and a cabinet member

SELECTION PROCESS

The Board of Education has retained Consultants Drs. Peggy Lynch and Fred Van Leuven 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 professional references
- Verification of degrees and credentials (finalists only)

All materials will be acknowledged and treated confidentially

THE DISTRICT

The Belmont-Redwood Shores School District is a high-achieving school district educating a diverse community of students on the San Francisco Peninsula. We serve approximately 4,300 students in seven schools, grades TK-8. Since 2005, our enrollment has grown 80%, requiring ongoing facilities expansion and contributing to our transition in 2015 from basic aid to state funding using the Local Control Funding Formula. Our teachers provide a strong common core standards-aligned instructional program. Every student receives instruction in the core subjects of language arts, history/social science, mathematics, and science. We have a robust physical education program, as well as programs for health, wellness, and the arts. Belmont-Redwood Shores is an outstanding community and school district. We have excellent schools thanks to a professional staff that is committed to improvement, an incredibly supportive community, and a Board of Trustees that focuses on the success of all students. We have a number of exciting initiatives around the following:

Global Citizenship - We have new instructional materials in History-Social Science, and we are using them to promote civic engagement, an appreciation for diversity, and responsible online communication and research.

A Capacity for Innovation - The State has new science standards, which include a new engineering strand. We are focusing on this new area of K-8 science content to develop our students' capacity for innovation.

Long-term Financial Health - In 2016-17, our total funding per student, including strong parent donations and community support, was \$1,000 less than the average California school district. [Measure R](#), a ten year parcel tax passed in November 2013 and Measure K, a five year parcel tax passed in June 2018, reduces that gap by one-third. However, we have more work to do to ensure BRSSD's long-term financial health.

[Learn more about Belmont-Redwood Shores School District.](#)

THE COMMUNITY

The Belmont-Redwood Shores School District is located in Belmont, California and serves families in the cities of Belmont and Redwood City.

The City of Belmont is situated half-way between San Francisco and San Jose, in San Mateo County, with a population close to 26,000. Known for its wooded hills, views of the San Francisco Bay and stretches of open space, Belmont is a quiet residential community in the midst of the culturally and technologically rich Bay Area. The City prides itself on its small town ambiance, tranquil nature and strong sense of community, making it a safe and desirable place to live. We connect with each other in all kinds of gathering places to enjoy the town's assets and activities.

Redwood City is a San Francisco Bay Area community located in the heart of Silicon Valley. Redwood City is the third largest city in the County of San Mateo, with 85,992 residents. The city enjoys an average of 255 sunny days a year, which it boasts via the city slogan: "Climate Best by Government Test". Incorporated in 1867, Redwood City is home to the San Mateo County History Museum and the only active deep-water port within the south bay of San Francisco. The city's vibrant downtown, quickly becoming known as the entertainment hub of the San Francisco Peninsula, offers residents, visitors, and businesses a unique retail, entertainment, and restaurant experience. Redwood Shores, which is part of Belmont-Redwood Shores School District, is one neighborhood within Redwood City and has about 12,000 residents.

THE BOARD OF EDUCATION

Rahila Passi, President
Suvarna Bhopale, Vice President
Amy Koo, Clerk
Jim Howard, Member
Samuel Leinbach, Member

The Belmont-Redwood Shores School District is an equal opportunity employer.

APPLICATION PROCESS

To request application materials for the Belmont-Redwood Shores School District Superintendent position:

Send an email to Becky Banning, Office Administrator, Executive Searches, at bbanning@leadershipassociates.org.

Applications must be completed and returned via email by 5:00 P.M. on January 31, 2020.

Consultants:
Peggy Lynch, Ed.D.
Fred Van Leuven, Ed.D.

Leadership Associates
3905 State Street, #7-407
Santa Barbara, CA 93105

www.leadershipassociates.org
Phone: 805.364.2775