



Information for Applicants for the Position of
SUPERINTENDENT
West Contra Costa Unified School District

THE POSITION

The West Contra Costa Unified School District has contracted with Leadership Associates to conduct a comprehensive, nationwide search for its next Superintendent. The District is seeking a strong executive leader who has significant experience in leading and managing a large comprehensive school district that serves a wide diversity of students and their families and who will be able to build partnerships with the many organizations that support the work of the district. Familiarity with the demographic and educational experiences of WCCUSD is essential. The next superintendent must be a transformational leader who is committed to equity, student success, anti-racism, and community engagement and has a track record of success in closing the achievement gap and helping all students meet high academic standards.

PROFESSIONAL and PERSONAL PROFILE

The new superintendent should possess these professional and personal characteristics:

- Is culturally competent, anti-racist, and deeply committed to equity, ensuring that all students, particularly those from marginalized communities, have the resources and support they need to succeed and meet or exceed the district's high standards.
- Is a decisive leader who can effectively navigate the school board and develop a productive governance team, implement accountability structures, and maintain integrity and transparency in decision-making.
- Is committed to improving student achievement, literacy, and well-being with special attention given to black students, dual-language learners, children with special needs and children with hidden disabilities.
- Has the ability to build authentic partnerships with parents, educators, staff, unions, city officials, and community-based organizations, fostering trust and unity within the district.
- Has the ability to manage effectively the district's financial systems, which requires a strong understanding of school finance, budgeting, and resource allocation, and the ability to manage budget cuts and maximize district assets effectively.
- Has a proven track record of improving underperforming schools, enhancing academic performance, and addressing systemic issues.
- Will be highly visible in schools and communities, actively listening to student and staff voices while being approachable and empathetic.
- Is a transparent, honest, and effective communicator who will engage all education partners, including the school board, staff, parents, students, representatives from employee organizations and the broader community in helping all students succeed.
- Has the ability to build and sustain relationships with local businesses, nonprofits, and education partners in order to expand opportunities for students.
- Must be capable of handling crises effectively, building consensus, and repairing fractured relationships within the district.
- Serve as a champion for racial and social justice in education.
- Has the ability to implement data-driven strategies to improve literacy, graduation rates, and college/career readiness.
- Has the ability to maintain a clear distinction between governance and operations while fostering a functional school board.
- Has success in hiring and retaining a high-quality staff through recruitment, retention, and professional development.
- Has the ability to develop strategies to handle emergencies while maintaining stability and public confidence.

- Is committed to keeping all education partners informed and engaged in decision-making processes.
- Has the ability to streamline district systems to improve effectiveness and reorganize as needed to make sure systems and structures are meeting staff and students' needs.
- Has a track record of success in strengthening support services for students with disabilities and English language learners. and eliminating systemic barriers that are harmful to students from marginalized backgrounds.
- Has the ability and commitment to create productive relationships with unions and charter schools.
- Is committed to a long productive stay.
- Will be active in the community in order to develop fruitful partnerships.
- Will ensure the implementation of strategic plans.
- Is innovative and able to introduce new instructional models and career pathways that will better serve the district's diverse student population.
- Has the ability to foster a culture of trust and collaboration with employee organizations and community groups.

DESIRED EDUCATION EXPERIENCE AND CREDENTIALS

- An educator with K-12 experience as a teacher, principal, and superintendent (or equivalent)
- A California administrative credential or eligible for one
- Evidence of success in improving student achievement and closing the achievement gap in a large, diverse school district
- Evidence of successful partnering with a variety of educational and community groups
- Evidence of the ability to establish effective mission-driven systems and structures
- Evidence of continuous professional learning and growth
- A values-driven person who will actively work to support the district's vision, mission and core values, including policies and practices that support equity and anti-racism

SELECTION PROCESS

The Board of Education has retained Consultants Jim Brown, Sandy Sánchez Thorstenson and Donald Evans of Leadership Associates to recruit qualified candidates. The consultants will screen applications and recommend candidates to the Board for interviews and further consideration. The Board will have the opportunity to review all applications submitted. 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. The approximate range is \$310,000 - \$340,000. A multi-year contract will be considered.

APPLICATION REQUIREMENTS

To be considered, the candidate must provide:

- A letter of introduction
- A fully completed application form that includes all places of employment in education
- A resume
- Three current letters of recommendation (within the past 12 months)
- Verification of degrees and credentials (finalists only)

All materials will be acknowledged and treated confidentially

THE DISTRICT

West Contra Costa Unified School District serves approximately 25,000 students in the East Bay region of the San Francisco Bay Area. The District, located in western Contra Costa County, serves the cities of El Cerrito, Richmond, San Pablo, Pinole, and Hercules, along with the unincorporated areas of North Richmond, El Sobrante, Tara Hills, Kensington, and Montalvin Manor.

The District operates 54 schools: 31 elementary schools, seven K-8 schools, six middle schools, eight high schools, and one adult education center. In addition, there are 14 charter schools operating within the District's boundaries; eight have been authorized by WCCUSD.

The District's ethnic/racial makeup is approximately 54% Hispanic/Latino, 13% African American, 11% White, 11% Asian, 6% Filipino, and 1% Pacific Islander. Another 6% of students self-identified as multi-racial, other, or declined to state. (Rounding sums the numbers to slightly above 100%). 31% are English language learners, 58% are socioeconomically disadvantaged, the unduplicated count is 70%, 14% are students with disabilities, 2% are Families in Transition, and about 1% are foster youth.

WCCUSD employs approximately 3,000 full- and part-time employees. Some 1,400 classified employees support about 1,600 certificated teachers, counselors, nurses, psychologists, and administrators. More than 2,000 parent and community volunteers provide support to students and teachers in and out of the classroom. Companies like Chevron and Bio-Rad join with non-profit organizations such as the West Contra Costa Public Education Fund to provide the resources necessary to augment classroom instruction with rich educational experiences. The District also prides itself on involving the community in key decisions through several key avenues, including active participation at Board meetings and playing crucial roles on the Local Control Accountability Plan Parent Committee and on local School Site Councils.

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. Among other initiatives, the District is working hard to ensure that every school has a college- and career-going culture supported by the resources necessary to ensure that students are eligible for, and successful at the college/career of his or her choice. As part of this culture, the District has taken significant steps to close the achievement gap, address the needs of English language learners, and provide technology to level the playing field for low-income families.

As part of its efforts to ensure that its students are prepared, the District has embarked on an ambitious effort to rebuild and refurbish its oldest and most needy facilities and outfit them with 21st-century technology and tools, and provide the essential spaces to support Full Service Community Schools.

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 219,000 residents of diverse backgrounds.

No one race or ethnic group is the majority. Some 38% of local residents are Hispanic/Latino, 17.8% are white, 30.2% are Asian, and 13.6% 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 20 percent of households with children under 18. 29 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 the 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 freshwater reservoirs and lakes.

THE BOARD OF EDUCATION

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Guadalupe Enllana, Clerk
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West Contra Costa Unified School District is an equal opportunity employer.

APPLICATION PROCESS

To request application materials for the West Contra Costa Unified School District Superintendent position visit www.leadershipassociates.org/active-searches and select West Contra Costa Unified School District.

For other inquiries contact Penny Pyle, Executive Assistant, at ppyle@leadershipassociates.org.

Applications must be completed and returned via email by 5:00 P.M. March 24, 2025

Consultants:

Jim Brown
Sandy Sánchez Thorstenson
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