

### Professional skills and abilities

- Has a commitment to academic excellence and a clear vision for public education that maintains a focus on improving student performance
- Has excellent knowledge of K–12 curriculum and understands current education theory, instructional techniques, curricular expectations, and laws and regulations at the state and federal levels
- Has success in improving student achievement and closing the achievement gap
- Has a demonstrated ability to manage the district's finances, facilities and resources in a responsible manner, as well as the ability to cultivate and secure new funding sources
- Is technologically literate and supports the use of technology in the work place and in classroom instruction
- Has knowledge and expertise in working with diverse groups, including English learners, special education programs and alternative programs
- Has the ability to work effectively with the board as part of the district's governance team and provide the board with relevant, timely and accurate information, alternatives and recommendations so informed decisions can be made in a timely manner
- Possesses an understanding of the collective bargaining process, including Interest Based Bargaining principles, and the ability to create a positive climate in employer-employee relations

### Application procedures

All applications will be held strictly confidential. Each applicant is requested to follow the procedures listed below. Those applicants wishing additional information should contact the CSBA adviser at (916) 669-3297. *For duplication purposes, please do not bind application materials.*

#### Applications are to be sent to:

**Live Oak School District**  
c/o Dr. Wendell Chun, Consultant  
California School Boards Association  
Governance Consulting Services  
3100 Beacon Blvd., Suite Live Oak  
West Sacramento, CA 95691

All applicants must provide the following items by the closing date, **February 18, 2009 (5:00 p.m.)**, to be considered:

- A completed *Application Information Form*. (Please complete as instructed; do not complete by stating "see attached résumé.") The *Application Information Form* and brochure may be downloaded via CSBA's Web page at [www.csba.org/es.aspx](http://www.csba.org/es.aspx).
- A personal letter of interest stating reasons for interest in the Live Oak School District superintendent position.
- A résumé providing biographical background information about educational preparation, experience and achievements.
- A placement file and/or five (5) **current** letters of professional references describing the applicant's performance in previously held positions.
- A photo copy of academic degrees and administrative credential(s)

It is the applicant's responsibility to arrange to have placement papers or reference letters forwarded in time to meet the **February 18, 2009 (5:00 p.m.)** deadline. Additional brochures may be requested by calling the CSBA 24-hour *Brochure Request Line* at (916) 669-3296.

### Selection procedure

A professional screening committee will evaluate the qualifications of each applicant using the described criteria and recommend top candidates for interview. Those recommended candidates will be interviewed by both the board and an advisory committee, with a final decision made by the board. Any applicant who contacts a board member with the intent of influencing the board's decision will be disqualified.

Travel expenses for those candidates selected for the initial interview will be the responsibility of the candidate.

### Salary and contract terms

The Live Oak School District Board of Trustees will negotiate a competitive compensation package with the successful candidate, based on that

individual's experience and qualifications. The board intends to offer a multi-year contract to the new superintendent.

If you are offered the position, you will be asked to provide the district with certified transcripts that verify your academic degrees and proof of your administrative credential(s).

It is the candidate's responsibility to provide the district with employment eligibility and verification of citizenship in compliance with the Immigration Reform and Control Act.

### Board of Education

	Term Expires
Larry I. Perlin, President	2012
Bernard Bricmont, Clerk	2012
Paul Franklin, Member	2010
Karen Palmer, Member	2010
Michael Pisenti, Member	2010

### Applications close

**February 18, 2009 (5:00 p.m.)**

### Interviews

Interviews are tentatively scheduled for March 26, 27 and 28, 2009.



## Live Oak School District

is seeking a  
**Superintendent**



Santa Cruz County, California

## The Position

The Board of Trustees of the Live Oak School District invites qualified, successful educational leaders to apply for the position of district superintendent.

The superintendent must be a “generalist” with experience in all areas of district and school administration, including instruction, finance, budget, personnel, facilities and special education.

The board is seeking a dynamic, innovative and creative leader to help the district continue its nearly 140-year tradition of excellence. The ideal candidate will be someone who is a strong leader with excellent communication and interpersonal skills. The successful candidate will also be someone committed to being highly visible and involved in the Live Oak schools and community.

## Mission

The district’s motto is “Excellence is achieved through a caring partnership with students, parents, community, and staff.” It is the 13 core belief statements; however, that underscore the district’s policies and practices. The district’s curriculum aims to make students good writers, readers, and problem solvers, and to teach critical thinking, artistic expression, technology and physical fitness. Also, the district works to improve the student’s ability to cooperate and achieve in groups by encouraging them to appreciate cultural diversity and to prepare them for citizenship and democracy.

The district vision is to prepare students to be problem solvers, leaders, and productive citizens of the 21st century. The educational programs at Live Oak School District will achieve this through the following seven themes: well-rounded academic achievement; staff development, cultural diversity, variety of schooling options, community partnerships, educational technology, and use of assessment systems to inform instruction.

## The district

The goal of the Live Oak School District is to provide a supportive environment where students achieve

their optimum level of performance, parents feel connected to the schools, district staff is supported in their roles and responsibilities and the community as a whole is engaged in a caring partnership with the district. The Live Oak School District emphasizes a safe, nurturing, student-centered learning environment where all students will have the opportunity to succeed.

The district serves approximately 2,150 students at seven different schools. District schools include Del Mar Elementary (Preschool–5th grade), Green Acres Elementary (Preschool–5th grade), Live Oak Elementary (Preschool–5th grade), Shoreline Middle (6–8), Ocean Alternative Education Center (K–8), Cypress Charter High School (9–12) and Tierra Pacifica Charter (K–8).

The student population includes 46 percent Hispanic, 42 percent Caucasian, and 12 percent other. The district has a general fund budget of approximately \$15 million and is served by 146 certificated and 106 classified employees. Live Oak schools have long been noted for the many excellent academic programs, innovative and creative curriculum and the wide variety of extra-curricular and co-curricular activities offered. The district received three Golden Bell awards from the California School Boards Association for its outstanding Life Lab Science program that originated in the district, its Ham Radio program, and its Fine Arts/Music program. Green Acres Elementary School was designated as a California Distinguished School in 2006 and Shoreline Middle School is one of only 103 California schools that Standard and Poor’s Evaluation Services has recognized for boosting academic performance of all student groups and closing the achievement gaps between socio-economically disadvantaged students and those who are not disadvantaged. The district’s success can be directly attributed to the excellent teaching and support staff at each site who have set high expectations for student achievement, and the strong parent and community support for the schools.

The Live Oak community approved a \$9 million school bond in 1992, a \$14.5 million school bond in 2004, and in November 2008, a parcel tax for nine years estimated to generate \$500,000 annually

to support enrichment programs and teacher retention with a 77 percent voter approval rate. The district has also been successful in obtaining both public and private grants from many sources, including a multi-million dollar federal technology grant and an S.H. Cowell Foundation literacy grant.

## The community

Live Oak is an unincorporated urban community with a rich history and strong sense of identity located within Santa Cruz County, California between the cities of Santa Cruz and Capitola. The population was 16,628 at the 2000 census.

The community of Live Oak is situated on the northern edge of Monterey Bay about 74 miles south of San Francisco and 30 miles south of San Jose, and 40 miles north of Monterey.

The mild Mediterranean climate offers more than 300 days of sunshine annually. The average high temperature is 60 degrees fahrenheit and the average low temperature is 44 degrees fahrenheit. Rainfall averages 32 inches per year.

Nearby Santa Cruz is a unique California beach town. It was here that Hawaiian royalty first introduced surfing to the mainland and locals and visitors alike have been riding the waves ever since. Not far from the surf break is the Santa Cruz Beach Boardwalk, the west coast’s last remaining seaside amusement park. Just a few blocks from the beach is downtown Santa Cruz. The pedestrian-friendly, tree-lined streets are filled with vibrant shops and galleries, outdoor bistros and sidewalk musicians, all in keeping with Surf City’s offbeat personality. The University of California, Santa Cruz campus was established in 1965. The district has many connections with UC Santa Cruz, including a close working relationship with the New Teacher Center.

Just down the coast from Live Oak is the city of Capitola. Voted one of the best beach locations on the California coast by Sunset Magazine, Capitola has fishing and boating services in addition to its beachfront restaurants, shops and entertainment. Capitola Village is located along a wide beach with a breathtaking view of Monterey Bay and is home to numerous craft galleries, boutiques and restaurants. The Begonia Festival takes place in

Capitola each Labor Day weekend. Each fall the village also hosts the Annual Capitola Art & Wine Festival, which attracts over 200 artists, wineries and food vendors.

## Selection criteria

The following criteria represent standards to be used in the evaluation of applications and in the selection of the superintendent.

### Professional experience and preparation

- Master’s degree and Administrative Credential required
- Principal experience required
- K–8 classroom teaching experience required
- District level experience desirable
- Superintendent or assistant superintendent experience desirable

### Personal characteristics

- Has uncompromised integrity and is honest, fair and trustworthy
- Is accessible and easily approachable and has an “open-door” policy
- Is a “people person” with strong public and human relations skills and a sense of humor
- Has excellent communication and listening skills and can relate to people at all levels
- Has a record of creating a climate of cooperation and collaboration with employee groups
- Is an enthusiastic and energetic team builder who recognizes the abilities and contributions of all staff, parents and community members
- Is innovative and creative and willing to think “out of the box” in developing new programs
- Is a decisive leader who makes sound, difficult decisions and takes responsibility for those decisions
- Is committed to becoming highly visible and active in the community, schools, and worksites
- Has a high level of energy, enthusiasm, and motivation, with a strong work ethic and highly professional demeanor