
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:

Pajaro Valley Unified School District
c/o Dr. Elaine Collins, Adviser
California School Boards Association
Executive Search Services
3100 Beacon Blvd., Suite Pajaro
West Sacramento, CA 95691

All applicants must provide the following items by the closing date, **March 14, 2008 (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.
- A personal letter of application stating reasons for interest in the Pajaro Valley Unified 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.

It is the applicant’s responsibility to arrange to have placement papers or reference letters forwarded in time to meet the **March 14, 2008 (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. The board and the screening committee will use the described criteria during the screening, interviewing and final decision-making process. After receiving and studying the report of the screening committee, the board will select and interview the top candidates.

The board will select candidates for the final interviews, conduct the interviews and select the superintendent. 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 interviews will be the responsibility of the candidate.

Salary and Contract Terms

The Pajaro Valley Unified School District Board of Education will offer a salary of \$162,000 to \$180,000 (competitive and negotiable) plus fringe benefits to the successful candidate, based on that individual’s experience and qualifications. The board intends to offer a multi-year contract.

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 Trustees

	Term Expires
Kim Turley, President	2010
Leslie De Rose, Vice President/Clerk	2010
Doug Keegan, Member	2008
Sandra Nichols, Member	2008
Karen Osmundson, Member	2008
Libby Wilson, Member	2010
William Yahiro, Member	2010

Applications Close

March 14, 2008 (5:00 p.m.)



Pajaro Valley Unified School District

is seeking a

Superintendent

Santa Cruz County, California



 California School Boards Association



The Position

The Board of Trustees of Pajaro Valley Unified School District invites qualified and dedicated professional educators with strong leadership, instructional and communication skills to apply for the position of superintendent. The board is seeking a strong visionary leader who will understand, embrace and maximize the potential in the vibrant, multiculturally diverse community. As chief spokesperson for education, the new superintendent will become part of the community and will work to unite staff, parents and governmental agencies into a cohesive force to provide a quality education for all students.

The Community

Nestled between the redwood-covered coastal mountains and the shores of scenic Monterey Bay, Pajaro Valley Unified School District covers 160 square miles. The Monterey Bay area has a superb natural setting, with its sweeping coastline and sandy beaches, including Point Lobos and the Big Sur coastline. The cities of Santa Cruz, Monterey, Carmel, San Jose and San Francisco are nearby.

People are attracted to the area because of its temperate coastal climate, its attractive geographic location and its ready access to the cultural and recreational resources of the San Francisco and Monterey Bay areas. This ideal setting is enhanced by its close proximity to

numerous community colleges and outstanding universities, including Stanford University, San Jose State University, California State University Monterey Bay and the University of California at Santa Cruz.

Agriculture and tourism are the area's major industries. Most of the district lies in the fertile Pajaro Valley, one of the nation's prime agricultural regions. Watsonville, the town that lies at the heart of the district, retains the flavor of a small agricultural town.

We are proud of the ethnic diversity which is represented in our community and in our schools. The district enjoys a diverse demography with the majority of the population being from Latino descent.

The District

One of the largest school districts in Northern California, Pajaro Valley Unified School District serves a K-12 student population of approximately 19,000 students. There are 18 elementary schools, six middle schools, three high schools, one continuation high school, one high school community day school, one middle school community day school, a variety of charter schools, an extensive adult education program and five children's centers. There are approximately 1,200 non-management certificated employees, 800 classified staff members and a management team of 65 certificated and classified employees.

The district has comprehensive, coordinated programs in a broad spectrum of academic and educational areas, including bilingual education, special needs education, gifted and talented education, computer assisted instruction, charter schools, adult education, a beginning teacher support program, a preschool program, student-at-risk programs, adopt-a-school programs, as well as many other specialized programs. The district is direct-funded for one of the largest migrant education programs in the nation, serving over 5,000 children. The district qualifies

for most federal and state categorical programs. There is a well established, systematic process for curriculum development and adoption, as well as extensive staff development programs.

The student population of the district is approximately 77 percent Hispanic, 19 percent white, 1 percent Asian, 1 percent, Filipino, and less than 1 percent each African American, American Indian and Pacific Islander. The district budget is approximately \$173,331,987, including restricted funds. For more information please visit the district Web site at www.pvusd.net.

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

- Classroom teaching experience
- Site administrator experience
- District office administrator experience; assistant superintendent or superintendent experience preferred
- Master's degree required; doctorate preferred
- Bilingual in Spanish a plus

Personal Characteristics

- Demonstrates excellent written and oral communication skills
- Optimistic; shows a sense of humor
- Approachable and outgoing; seeks input from a variety of sources
- Maintains high expectations for self and staff; gets things done
- Visible and available to staff and community
- Demonstrates integrity and authenticity; walks the talk
- Creative in finding new solutions for old problems
- Courageous in making and implementing difficult decisions

- A good listener who honors divergent points of view
- Articulates a vision for district; inspires others
- Skilled in bringing people together to work toward a common goal

Professional Skills and Abilities

- Assures that the district priority is classroom teaching and student success
- Competent and knowledgeable in best practices for English learners
- Demonstrated success in working in a multicultural environment
- Understands how students learn and accepts the challenge of improving achievement
- A unifier who helps people contribute in a positive way
- Politically savvy; will build strong alliances with city government, community and business leaders
- Keeps an objective and positive focus when there are differing opinions
- Ensures a safe learning environment in the schools
- Understands and supports the increased use of technology in instruction and administration
- Believes that all students, regardless of family income, can achieve
- Supports gifted and talented education
- Delegates responsibility and holds people accountable
- Works collaboratively with certificated and classified staff and employee organizations
- Provides leadership in working with the board as a governance team
- Communicates in a transparent manner with all stakeholders
- Understands district finances; maximizes resources