Information for Applicants for the Position of

SUPERINTENDENT

Vallejo City Unified School District

A Dynamic Professional Opportunity

THE POSITION

The Vallejo City Unified School District is seeking a superintendent who will bring to the District a plan, strategies, actions, and results that will help Vallejo become an exemplary district – one which serves all its students well and prepares them for success in higher education and/or a career with growth potential. The new superintendent will have a firm grasp on what must be done to maintain the fiscal solvency of the district and build a collaborative culture that supports innovation and continuous improvement for all. He/she will value diversity, build bridges between diverse groups, and establish positive relations with the staff, community, and governance team. The new superintendent will create a collaborative and respectful culture that will focus everyone’s work on student success and direct resources to the strategies most likely to close the achievement gap and support all students and staff. The new superintendent will also be able to put into place plans and actions to hire and retain high quality teachers and administrators, support school sites, and improve the district’s management systems. He/she will have a track record of success at leading improvement at all levels of the system including the classroom, school site, and the district office in diverse communities and establishing effective accountability systems.

THE DISTRICT

The Vallejo City Unified School District is a medium-sized TK-12 school district serving approximately 13,000 students. We are comprised of 13 elementary schools, 3 K-8 schools (including 1 K-8 dependent charter school,) 3 middle schools serving grades 6-8, 2 comprehensive high schools, a continuation school, a community day school, and a unique school which provides support to families who choose an independent study/home study option. In addition, the District has an extensive child development and preschool program and an adult school which serves 4,000 adults.
School-based programs and support services provide a full range of special education services including a Deaf and Hard of Hearing program which attracts students from surrounding communities and a noted program for adults with developmental disabilities. Programs and services also include the academies, Gifted and Talented programs, support for English Language Learners, and interventions for low-performing students.

High school offerings include site-based Advanced Placement, Regional Occupational Programs (ROP), and Work Study. Beginning with the incoming 9th-grade class (Graduating Class of 2009), the course of study expectations for all students have been aligned with the UC/CSU A-G requirements so that all students have a range of post-graduation options whether they be a career, technical training or college.

The District is facing declining enrollment and competition from charter schools which pose fiscal and programmatic challenges.

THE COMMUNITY

The City of Vallejo is located in Solano County and has a population of approximately 120,000. The City is a rapidly changing, highly diverse community located midway between the cities of Sacramento and San Francisco. It is an active waterfront community that attracts innovative, hardworking people and takes great pride in its 148-year history and maritime heritage. With a mild year-round climate and easy access to varied recreational opportunities, residents of Vallejo are situated to take advantage of the best of what the area has to offer. Golf, museums, performing arts, boutique shopping and a wide selection of restaurants are all available in the City. Residents and visitors alike enjoy Vallejo’s delightful historic downtown area, weekly downtown farmer’s market, and beautifully restored Victorian homes and business fronts. Vallejo is also home to Six Flags Discovery Kingdom, one of America’s only combination wildlife, water and theme parks. The City’s Main Street Designation in 2000 and two historic districts are a reflection of the City’s pride in and emphasis on maintaining the character and heritage of Vallejo. Vallejo is in close
proximity to the major employment and tourist areas in the region, approximately nine miles from Napa, 32 miles from San Francisco, 22 miles from Oakland and 47 miles from Sacramento. It is well connected to these areas via I-80 and I-780, as well as Highways 37 and 29. In addition to being close to four major highways, air travel is available through San Francisco, Oakland and Sacramento International Airports.

Also located at the bay-front park is the ferry terminal. The ferry provides direct access to San Francisco and is a model for transportation in the Bay Area. The City has a formal downtown waterfront development plan, which will ultimately transform the City’s waterfront area into a transportation oriented multiple-use area of shops, restaurants, offices, residential and open space. Vallejo is a charming community that offers its residents a unique combination of bedroom community, suburban quietude, waterfront paradise and foothill vistas.

PROFESSIONAL PROFILE

The Vallejo City Unified School District seeks a superintendent who will:

- Have a track record of success in improving performance at all levels of the system
- Be able to bring a plan forward for making our district a model of educational excellence and equity
- Have strong fiscal management skills including ability to track and oversee management of purchases and inventory
- Have successful leadership experiences in schools and districts serving a diverse group of student and families
- Be a committed and collaborative leader who will both lead and be part of the team
- Demonstrate cultural competence in bringing together and working collaboratively with the diverse groups and individuals that comprise Vallejo.
- Have effective strategies for ensuring the safety of our students and staff
- Model the cultural awareness we desire for all our staff
- Sustain and strengthen the academy model
- Be able to work effectively with our Vallejo City staff, City Manager, Mayor, City Council, Police Department, and other governmental officials and agencies.
- Build effective programs and practices for increasing student enrollment
DRAFT

- Be trustworthy and earn the trust and respect of the community, Board and staff.
- Have a record of success in working effectively with people at all levels of the system and building positive relations with all groups.
- Improve processes for hiring and retaining a high-quality staff that reflects the demographics of the District.
- Have the ability to work collaboratively with the Board by translating policy into action, developing important and relevant policies, and strengthening the work of the governance team.
- Successfully navigate complex issues
- Have a track record of empowering others to do their best work
- Have a track record of working with charter schools and fostering effective relations with these schools as well as a record of success in attracting parents and students to traditional public schools and in building their confidence in VCUSD public schools.
- Be able to work successfully with VCUSD bargaining units
- The ability to lead and take the actions necessary to improve the District’s management systems and use technology effectively to support teaching and learning

Ability to track and oversee management of purchases & inventory

-Ability to work with Vallejo city staff, City Manager, Mayor and City Council

PERSONAL PROFILE

The Vallejo City Unified School District seeks a superintendent who will have:

- A strong personal commitment to raising student achievement and closing the opportunity gap for all students in Vallejo
- An authentic leadership presence based on honesty, transparency, humility, trust, and integrity.
- A value system that believes in the dignity and worth of each person
- A self-effacing approach that includes a willingness to give others credit for accomplishments.
- The ability to work collaboratively and positively with staff, parents, and community stakeholders and include our diverse voices in decisionmaking processes.
- The commitment to focusing everyone’s work on student success
- Excellent communication skills: listening, speaking, and writing.
- Excellent public relations skills
- Earn the respect of students, staff, and community through positive words and actions
- A commitment to getting results, establishing effective systems and structures, making the tough decisions that will be required, and holding everyone accountable.
DRAFT

- The ability to lead and motivate people to do their best work
- The ability to think creatively and encourage innovation
- An interest in taking on a tough challenge and improving our work
- A commitment to being approachable and visible
- The skills to be a just and fair leader that treats all people with respect

DESIRED EDUCATION/EXPERIENCE

- Successful experience as a teacher and leader at the classroom, site and district levels
- Knowledge of the issues facing Vallejo and a plan for addressing
- Possess or eligible for a California administrative credential
- Evidence of continual professional growth
- A graduate degree from an accredited institution, doctoral degree desirable

SELECTION PROCESS

The Board of Education has retained Dr. David Verdugo, Mr. Juan Garza and Mr. Jim Brown of Leadership Associates as the consultants who will meet with key stakeholders, recruit qualified candidates, 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. Board members reserve the right to visit the district and communities of the finalist prior to offering a contract.

SALARY AND CONTRACT

The salary will be competitive and based upon qualifications and experience. A multi-year contract will be considered. It is very important that the successful candidate come prepared to make a long-term commitment to the District and its students.

APPLICATION REQUIREMENTS

To be considered, the candidate must provide:
- A fully completed application form
- A letter of application which addresses how they meet the position description
- A resume
- Three (3) to five (5) current letters of recommendation
- Verification of degrees and credentials (for finalists only)
- All materials will be acknowledged and treated confidentially

THE BOARD OF TRUSTEES

Ruscal Cayangyang. President
Burky Worel
Dr. Tony Ubalde
Marianne Kearney Brown
Bob Lawson

The Vallejo City Unified School District
is an equal opportunity employer.

APPLICATION

To Request an Application for the Vallejo City Unified School District
Superintendent Position:

E-mail: ybeatty@leadershipassociates.org
Phone (408) 288-9670

Leadership Associates
Consultants
Jim Brown, David Verdugo, Ed.D., Juan Garza
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Applications must be completed and returned via email by July 15, 2017, 5 p.m.