



Information for Applicants for the Position of

**SUPERINTENDENT**  
**San Bruno Park School District**

**THE POSITION**

The Board of Education of the San Bruno Park School District invites highly qualified educational leaders to apply for the position of District Superintendent. The Board welcomes a diverse group of candidates.

**PROFESSIONAL PROFILE**

The San Bruno Park School District seeks a superintendent who:

- Will be a people person with an established track record of building relationships
- Is an experienced and knowledgeable leader with TK – 8 experience
- Will focus on improving student achievement and put students first
- Is an effective communicator with staff, parents, the community and the Board
- Will be visible and actively involved with the entire school community
- Will establish productive and positive relationships with the Board to build an effective team
- Is honest, trustworthy, forthright and authentic
- Is collaborative and will listen to all voices before making decisions
- Will understand and value the context and history of San Bruno
- Has successful experience working in districts with culturally diverse communities
- Is an equity focused leader
- Will lead by example
- Will commit to being in the district more than three years
- Can bring people to consensus
- Can build partnerships with higher education, the high-tech industries, and other potential community resources
- Is an innovative and creative problem solver
- Has experience in gaining community support for parcel taxes and bonds

**PERSONAL PROFILE**

San Bruno Park School District seeks a superintendent who:

- Is committed and invested for the long term in the schools and community of San Bruno
- Has integrity, trustworthiness, authenticity, and honesty
- Is a relationship builder
- Has strong communication skills and a proven track record of effective communication
- Is a listening leader who invites stakeholder voices in collaborative decision-making processes

**DESIRED EDUCATION/EXPERIENCE**

- Masters degree or higher
- An educator with TK-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
- Experience as a teacher, principal and central office administrator
- Bilingual candidates are encouraged to apply

## SELECTION PROCESS

The Board of Education has retained Consultants Phil Quon and Jacki Horejs, Ed.D. 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. A multi-year contract will be considered.

## APPLICATION REQUIREMENTS

To be considered, the candidate must provide:

- A letter of application
- A fully completed application form
- A resume
- Three letters of recommendation
- Five professional references
- Verification of degrees and credentials (finalists only)

*All materials will be acknowledged and treated confidentially*

## THE DISTRICT

The mission of San Bruno Park School District (SBPSD) is to educate and empower all students to thrive academically, socially and emotionally to be contributing members of society. The District's vision is to develop "Schools with Tomorrow Inside," to provide an educational experience that not only provides for the acquisition of rigorous academic content, but is also intentional about fostering critical thinking, communication, collaboration, creativity, and other 21st century skills our young people need to thrive in this complex, rapidly changing world.

San Bruno Park School District is made up of (5) five elementary schools (Allen, Belle Air, John Muir, Portola and Rollingwood) and (1) one Middle School (Parkside Intermediate). Preschool is offered at three elementary schools and the district partners with Peninsula Health Care District to provide a health center at Belle Air Elementary School. Transitional Kindergarten (TK) is offered at two school sites, Belle Air and Rollingwood. Many individuals who work in the San Bruno Park School District, as teachers and other staff, are long standing residents of the community. Over the past several years, San Bruno Park has seen a decline in enrollment resulting in the consolidation of schools. The District currently serves 2,274 students. San Bruno Park School District is a diverse community serving many ethnic and socioeconomic backgrounds.

## THE BOARD OF EDUCATION

Andriana Shea, President  
Henry Sanchez MD, Vice President  
Teri L. Chavez, Clerk  
Jennifer M. Blanco, Representative  
Andrew T. Mason, Member-at-Large

*San Bruno Park School District is an equal opportunity employer.*

## APPLICATION PROCESS

To request application materials for the San Bruno Park School District Superintendent position visit [www.leadershipassociates.org/active-searches](http://www.leadershipassociates.org/active-searches) and select San Bruno Park School District. For other inquires contact Penny Pyle, Executive Assistant, at [ppyle@leadershipassociates.org](mailto:ppyle@leadershipassociates.org).

**Applications must be completed and returned via email by 5:00 P.M. on March 16, 2022**

**Consultants:**  
**Phil Quon, Lead**  
**Jacki Horejs, Ed.D. Co-Lead**

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

[www.leadershipassociates.org](http://www.leadershipassociates.org)  
Phone: (530) 302-5112