



Information for Applicants for the Position of

SUPERINTENDENT **Westminster School District**

THE POSITION

The Board of Education of Westminster School District invites highly qualified educational leaders to apply for the position of District Superintendent.

PROFESSIONAL PROFILE

Westminster School District seeks a superintendent who:

1. Has been a classroom teacher, principal and executive district level leader
2. Has experience working in a comparable school district
3. Has demonstrated the ability to work collaboratively and effectively with the Board of Education
4. Has a good understanding of school budgets and state finances
5. Has a history of collaborative relations with unions
6. Has successful experience building the capacity of all staff
7. Has demonstrated the ability to successfully recruit and retain high quality staff
8. Has a track record of helping to build a coherent system that results in supportive, consistent and effective practices across the district
9. Has a strong instructional background and a track record of success in raising student achievement
10. Is a culturally competent and an "equity-minded" leader

PERSONAL PROFILE

Westminster School District seeks a superintendent who:

1. Possesses strong interpersonal skills and is a "people person"
2. Possesses a collaborative spirit
3. Is open, consistent and transparent in all communications
4. Is visible and accessible to staff and the community
5. Is an innovative thinker open to trying new ideas while sustaining ongoing and effective district initiatives and programs
6. Is a genuine, kind and authentic leader
7. Is a person of great integrity
8. Is a servant leader
9. Is a courageous leader able to make difficult decisions
10. Is politically astute

DESIRED EDUCATION/EXPERIENCE

- Masters degree or higher with a record of continuous learning (Doctorate desirable)
- Experience as a teacher, principal and at least three years' experience as a central office administrator
- A strong fiscal background and understanding of state and district budgets
- A record of focusing on students and improving achievement for all students

SELECTION PROCESS

The Board of Education has retained Consultants Dennis Smith and Sandy Sánchez Thorstenson 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

“Building tomorrow’s leaders today” is our district’s vision. The Westminster School District (WSD) is becoming an innovative district in Orange County by offering students multiple opportunities to become skilled in the areas of digital citizenship, world languages and college and career readiness. The District serves 8,203 students through 13 elementary schools, 3 middle schools, and 1 early learning center. The ethnic background of WSD’s student body is 45.5% Hispanic, .1% American Indian/Alaskan native, 1% Filipino, 37.5% Asian, .6% African American, .5% Native Hawaiian/Other Pacific Islander, 11.6% White, and 3.0% multiple races. WSD’s student body is comprised of 37.8% English Learners, 0.3% Foster Youth, 72.6% Socio-Economically Disadvantaged, and 11.4% Students with Disabilities; the unduplicated count (English Learners, Foster Youth, and Socio-Economically Disadvantaged) is 79.5%.

Westminster School District’s focus on developing our students, staff, and academic programs has resulted in award-winning schools and programs throughout the District.

Several specialized academies provide academic choices for families; these include programs such as STEAM (science, technology, engineering, arts and math) Magnet, Gifted and Talented Education (GATE) Magnet, Dual Language Immersion programs and Computer Science Magnet schools. WSD is the first District in the state to offer a Vietnamese Dual Language Immersion program, which supports the heritage language of our local community, Little Saigon. As a District with 79.5% of the student population identified as English Learners, socio-economically disadvantaged and foster youth students, we also provide equitable access to our students through these programs and our 1:1 technology program.

All WSD teachers and staff are trained professionals, and it is a priority to retain and hire highly qualified staff to offer our families the best educational experience possible. WSD continues to offer small class sizes in the primary grades so that we can prepare all students academically and support their social-emotional needs. On-going professional development is the key to ensuring that teachers have all the knowledge and skills to prepare students for college and beyond.

Teachers have access to 21st Century Teaching and Learning professional development throughout the year.

WSD believes in shared leadership and collaboration. Professional Learning Communities and School Leadership Teams build a shared leadership model and are part of every school site.

Our mission statement is our commitment to building leaders: "Prepare all students to be responsible, resilient, resourceful, and productive world citizens in a changing and diverse society." We center all of our work on this mission statement, which includes academic and social-emotional services, and programs that ensure our students are ready to face the challenges that may lie ahead of them.

THE BOARD OF EDUCATION

David M. Johnson, President
Frances Nguyen, Vice President
Jeremy Khalaf, Clerk
Khanh Nguyen, Member
Tina Gustin-Gurney, Member

Westminster School District is an equal opportunity employer.

APPLICATION PROCESS

To request application materials for the Westminster School District Superintendent position visit www.leadershipassociates.org/active-searches and select Westminster 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. on February 17, 2023.

Consultants:
Dennis Smith, Ed.D.
Sandy Sánchez Thorstenson

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