



Information for Applicants for the Position of

**SUPERINTENDENT
OAK PARK UNIFIED SCHOOL DISTRICT**

THE POSITION

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

Our new superintendent will build on the considerable strengths of our District and address the unique challenges we face. The new superintendent will identify, implement, and support initiatives that enhance the District's outstanding accomplishments in academics, foster a climate of care, and promote a focus on the whole child. The new superintendent will lead a high-performing team dedicated to continuous improvement of District performance in all arenas.

PROFESSIONAL PROFILE

The Oak Park Unified School District seeks a superintendent who:

- Is a visionary and collaborative leader with the skill to develop and implement a strategic plan and goals effectively
- Is an excellent communicator who connects with educational partners and appreciates the essential role that follow-up and feedback play in the communication process
- Ensures students and student issues are treated as a top priority
- Has experience in systematically integrating collaborative decision-making, values input from staff, parents, students, and community partners, and is committed to actively seeking and listening to diverse perspectives through regular engagement with staff and families at school sites
- Recognizes the value of, and has an affinity for, working with highly engaged and supportive parents
- Has a proven track record in Curriculum & Instruction and growing academic achievement for all students, including special needs and unduplicated pupils
- Understands the CA District of Choice program, the work, and advocacy at the State and local level needed to sustain it, and the nuances of its implementation in OPUSD
- Will effectively lead by empowering staff with resources, clear expectations, and results-based accountability to meet goals
- Demonstrates creativity and innovation tempered with patience and consensus-building
- Has a whole-child focus with a balanced approach to student safety, social-emotional wellness, academic rigor, and extra-curricular programming
- Possesses the skills and drive to work positively with employee association leaders and earn the trust and respect of teachers, classified staff, and both site and district administrators
- Works effectively with the Board of Education as a governance team
- Is tech-savvy and leverages technology to meet OPUSD's educational and communication goals
- Is committed to diversity, equity, and inclusion, and will continue moving the district forward
- Demonstrates a strong commitment to caring for the emotional and social well-being of our students, staff, and families, fostering a "Climate of Care"
- Has the ability to manage and lead all areas of the District's operations, Curriculum & Instruction, finance, human resources, facilities, and student support services, and understands the metrics used to monitor all of these
- Analyzes and uses qualitative and quantitative data to empower data-driven decisions and promotes the systemic use of data in decision-making and messaging throughout District practices
- Aims to anticipate and proactively mitigate problems; recognizes and addresses problems effectively as they arise
- Is committed to transparency and accountability

PERSONAL PROFILE

The Oak Park Unified School District seeks a superintendent who:

- Can build trusting relationships and a sense of collective purpose among educational partners with diverse perspectives
- Will understand and embrace the District's close-knit culture, values, and diversity
- Is a courageous and creative problem solver
- Consistently demonstrates strength of character, integrity, trustworthiness, and accountability
- Has excellent communication skills in listening, speaking, and writing
- Is highly visible at our schools and community and student events
- Is genuine and approachable, welcoming and warm
- Has high emotional intelligence and demonstrates empathy and a growth mindset
- Demonstrates composure and calm in challenging circumstances
- Identifies and cultivates talent and builds the capacity of leadership and staff
- Has the ability to have difficult, respectful conversations and lead constructive discourse while making tough decisions
- Demonstrates strength of conviction balanced with willingness to consider new perspectives

DESIRED EDUCATION/EXPERIENCE (PREFERRED)

- Master's degree or higher with a record of continuous learning (Ed.D./Ph.D. preferred)
- Well-rounded Pre-K-12 career path in California with significant secondary leadership (some high school experience preferred)
- A strong understanding of fiscal matters related to Pre-K-12 education in CA and experience in oversight of school district finances, budget, and bonds
- Has previous leadership experience in a district with similar demographics
- Experience as a teacher, principal, and significant experience as a central office administrator
- Bilingual candidates are invited to apply

SELECTION PROCESS

The Board of Education has retained consultants William Banning and Sandra 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 before a final decision.

SALARY AND CONTRACT

The salary will be competitive and based on qualifications and experience. The approximate salary range is \$250,000 - \$290,000.

APPLICATION REQUIREMENTS

To be considered, the candidate must provide:

- A fully completed application form
- A letter of application describing how the candidate meets the expectations in this position description
- A resume
- Three current letters of recommendation (within the past twelve months)
- Verification of degrees and credentials (finalists only)

*All materials will be acknowledged and treated confidentially
The Oak Park Unified School District is an equal-opportunity employer.*

THE DISTRICT

Oak Park Unified School District

Educating Compassionate and Creative Global Citizens

Oak Park Unified School District (OPUSD) is a high-performing, comprehensive public PK-12 school district located in the community of Oak Park in south Ventura County. The District was formed in 1977 when residents voted to create a new school district to better meet the needs of its residents, beginning a long tradition of placing the highest priority toward ensuring a high-quality education.

OPUSD serves approximately 4,400 students and comprises a preschool, three elementary schools, a middle school, a high school, an independent study school, and an alternative high school for students with unique learning needs. Students from the entire region are drawn to attend Oak Park schools with about 53% percent of students coming from neighboring districts via the State's District of Choice program (38%) and through inter-district transfers and permits (15%) including many children of our staff members.

OPUSD excels in educational achievements, boasting the highest CAASPP scores in Ventura County and ranking in the top 15 in California. All OPUSD schools have been honored as California Gold Ribbon/CA Distinguished schools. Oak Park High School, with a 99.7% graduation rate in 2022-23, was named a 2021 National Blue Ribbon School, recognized nationally for closing the achievement gap. Our students excel in AP courses, evidenced by an 89% pass rate. This academic excellence leads to acceptances at top colleges and universities, with over 96% of our graduates pursuing higher education. The statistics published by Niche underscore our standing: #1 in Ventura County, #11 in the Los Angeles Area, and #15 Best Unified District in California.

Oak Park High School, serving approximately 1,450 students in grades 9-12 is nationally recognized for its academic excellence. OPHS is a National Blue Ribbon School and was named a California Distinguished School in 2019 and a Gold Ribbon School in 2015.

OPUSD's rigorous curriculum, high standards and supportive community of educational partners ensure students develop critical thinking and problem-solving skills, exceeding expectations in both standardized and college entrance exams. Our focus on quality education prepares students for success in their future academic and professional endeavors.

The District has also been recognized as a Green Ribbon school district by the CA Department of Education and the US Department of Education for its focus on environmentally progressive policies and practices. In May 2019, the District received the Exemplary School District Award from the CA Department of Education for the second consecutive year. OPUSD was also named the 2018 "Best Green School System" by the US Green Building Council and the Council for Green Schools.

Click to view or download the [District Brochure](#) or go to <https://www.oakparkusd.org/domain/4>

THE COMMUNITY

Oak Park is an unincorporated community in southeastern Ventura County, California, on the border with Los Angeles County, nestled between Agoura Hills, Westlake Village, and Thousand Oaks. The community, known for its scenic beauty and proximity to the Santa Monica Mountains, offers residents access to hiking and outdoor recreational activities in several nearby parks and trails. These spaces offer opportunities for sports, picnics, and other outdoor activities. The community often hosts community events and activities that bring residents together. These events may include festivals, parades, and other local gatherings. Despite a broad spectrum of political and ideological values, there's a shared understanding of the need for inclusivity, unity, emotional/behavioral support, and a desire to preserve the District's unique characteristics while embracing innovation and new ideas.

THE BOARD OF EDUCATION

Denise Helfstein, President
Tina Wang, Vice President
Soyon Hardy, Clerk of the Board
Megan Lantsman, Member
Jim Moynihan, Member

APPLICATION PROCESS AND DEADLINE

To request application materials for the Oak Park Unified School District Superintendent position, please visit <http://www.leadershipassociates.org/active-searches/> and select the listing for this position.

Applications must be completed and returned via email by 5:00 p.m. on February 12, 2024.

Consultants:

William Banning
Sandra Sánchez-Thorstenson

Leadership Associates

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Glendora, CA 91741
www.leadershipassociates.org

For general information, contact:
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