



Information for Applicants for the Position of

SUPERINTENDENT CABRILLO UNIFIED SCHOOL DISTRICT

THE POSITION

The Board of Education of the Cabrillo Unified 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 Cabrillo Unified School District seeks a superintendent who:

- Is equity minded
- Is focused on student outcomes
- Has a proven track record of improving student academic achievement for all students
- Has experience creating structures for inclusive decision making
- Has strong financial and budgeting knowledge and experience
- Is an excellent, transparent, and clear communicator
- Is a systems thinker able to evaluate organizational effectiveness and make changes if needed
- Has experience in creating partnerships and garnering resources for the district
- Has experience working in a diverse community
- Has facilities improvement experience
- Facilitates sustainable programming, articulated throughout a unified school district

PERSONAL PROFILE

The Cabrillo Unified School District seeks a superintendent who:

- Is a relationship builder who will restore staff and community trust in the district
- Will be visible in classrooms and at school and community events
- Is approachable and accessible
- Is a listening leader who genuinely seeks input from staff and the community
- Is an honest, ethical and transparent leader
- Makes student focused decisions
- Is a collaborative and creative problem solver who engages input from those impacted by decisions
- Builds partnerships and relationships with staff, parents and the community

DESIRED EDUCATION/EXPERIENCE (PREFERRED)

- Master's degree or higher with a record of continuous learning
- An educator with K-12 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 at least three years' experience as a central office administrator
- Bilingual candidates are invited to apply

SELECTION PROCESS

The Board of Education has retained Consultants Dr. Peggy Lynch and Dr. Jacki Horejs 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. This approximate salary range is \$214,033 - \$241,036.

APPLICATION REQUIREMENTS

To be considered, the candidate must provide:

- A letter of introduction
- A fully completed application form
- 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 DISTRICT AND COMMUNITY

The Cabrillo Unified School District is located just south of San Francisco on the beautiful Pacific Coast. The District was established on July 1, 1861 and encompasses an area of approximately 135 square miles. The District currently operates four elementary schools, one intermediate school, one high school, a continuation school, and an adult education program.

The Cabrillo Unified School District's mission: We provide meaningful, safe, and welcoming places for students to prepare for college, career, and life. We empower everyone in their learning journeys from early childhood through adulthood. The District completed a comprehensive Strategic Plan that includes our vision, mission and core values. The core values include Students First, Inspiring Classrooms, Lifelong Learning, Welcoming Schools and a Teamwork Approach to ensure CUSD is a place where everyone can thrive.

The Cabrillo Unified School District is located in the City of Half Moon Bay (San Mateo County). The San Mateo County Coastsides is made up of over 300 square miles of beautiful California countryside, with easy access to sandy beaches, redwood forests, and open spaces. The Coastsides encompasses the cities of Half Moon Bay, Montara, Moss Beach, El Granada, San Gregorio, La Honda, and Pescadero. San Gregorio, La Honda and Pescadero, however, are not in the Cabrillo Unified School District's attendance area. The Half Moon Bay Coastsides is a flourishing community and has a rich and colored history. From the original 'Spanish Town', the rum runners of the 20's and 30's, to the prospering farming, fishing, and floral industries today, the Coastsides supports a thriving economy and a happy population.

THE BOARD OF EDUCATION

Kimberly Hines, President
Carmen Daniel, Vice President
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Mary Beth Alexander, Member
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The Cabrillo Unified School District is an equal opportunity employer.

APPLICATION PROCESS AND DEADLINE

To request application materials for the Cabrillo 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 April 5, 2024

Consultants:

Dr. Peggy Lynch
Dr. Jacki Horejs

Leadership Associates

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For general information, contact:

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