



Information for Applicants for the Position of

**Superintendent  
Kentfield School District**

**A Dynamic Professional Opportunity**

**THE POSITION**

The Board of Trustees of the Kentfield School District invites highly qualified educational leaders to apply for the position of superintendent. The superintendent will provide leadership for the educational program and operations of the school district which includes Bacich Elementary and Kent Middle Schools. A strong background in curriculum and instruction, successful experience as a teacher and school leader, and a track record of success in helping all students excel and closing the achievement gap are essential. Our next leader will have values and beliefs that support equity and the implementation of the goals in our updated strategic plan. He/she will work closely with our school leaders, maintain a high degree of visibility on school sites, and assist with the effective operation of our schools. Strong fiscal and personnel management skills are also important along with the ability to provide effective support systems for our English Language Learners and Special Education students. This is an excellent opportunity for a dynamic, innovative, highly ethical and equity minded leader to work with students, staff, Board, and a supportive community to build on our strengths and help all our diverse students achieve the high standards we have established.

**PROFESSIONAL PROFILE**

The Kentfield School District seeks a superintendent who:

- Is driven by a value system that promotes an equitable instructional program that acknowledges the educational needs of all students
- Will build a collaborative team that works together to achieve the goals in the Strategic Plan.
- Has experience in effectively managing District finances and directing resources to the achievement of the goals in our Strategic Plan
- Accepts accountability for meeting the goals set forth by the Board, Superintendent, and schools
- Possesses effective communication skills (listening, writing, speaking)
- Has a track record of success in closing the achievement gap and supporting English Language Learners.
- Has a clear and strong equity lens and a focus on the social emotional needs of our students
- Is innovative and believes in the importance of continuous improvement
- Has strong background in Curriculum and Instruction and Special Education
- Will provide guidance and support towards meaningful professional development
- Embraces Kentfield School District's values and culture of its community
- Will create a network and connection with surrounding school districts
- Is an intellectual leader and visionary
- Is knowledgeable in best practices and strategies to support the growth of all students, including English Language Learners, Special Education students and students experiencing poverty
- Is visible and engaged within the community, at school sites, with parents and with local business partners
- Practices, honors and values equity and cultural competence to support the success of all students
- Will use their professional experience to support and enhance high quality classroom instruction
- Is knowledgeable about the needs and challenges that confront the District's English Language Learners
- Will engage and include the District's ELL population in all District initiatives and actively participate in DELAC meetings and events

**PERSONAL PROFILE**

The Kentfield School District seeks a superintendent who:

- Is a person of high moral character, is trustworthy and has integrity
- Puts children first, and truly cares about the students

- Holds high expectations for all students including English Language Learners, Special Education students, and those experiencing poverty.
- Is collaborative while being able to be decisive and willing to make difficult decisions
- Is a visionary, innovative, and equity driven leader
- Will inspire employees and community to do their best work
- Will communicate clearly and consistently to all district and community stakeholders while maintaining an open door policy
- Is able to capture our hearts and minds in the support of student success
- Is approachable and visible at school and community activities
- Will build trust among all stakeholders in the district and community
- Values parent engagement and its importance to student success
- Is a relationship builder and values the importance of collaboration

#### **DESIRED EDUCATION/EXPERIENCE**

- Masters degree or higher with a record of continuous learning (Doctorate preferable)
- An educator with leadership experience in California public education
- 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, education leader and a central office administrator or its equivalent
- Bilingual
- Knowledgeable of Special Education

#### **SELECTION PROCESS**

The Board of Education has retained Consultants Marc Ecker, Ph.D., Jim Brown and David Verdugo, 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. 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 fully completed application form
- A letter of application
- A resume
- Three professional references
- Verification of degrees and credentials (finalists only)

*All materials will be acknowledged and treated confidentially*

#### **THE DISTRICT**

The Kentfield School District is located in Kentfield, CA and is comprised of two school sites: Bacich Elementary School, grades TK/K-4 and Kent Middle School, grades 5-8. Enrollment for 2019-20 is approximately 1,183 students.

The Kentfield School District is highly regarded by its parents, students and greater school community. The District is known for having strong core academic programs along with rich visual and performing arts, physical education, Spanish language, technology and character education curricula.

The average class size in grades TK/K-4 is 22.5 and in grades 5-8 it is 26.1. The District enjoys the generous support of its active PTA, School Site Councils, and the Kentfield Schools Foundation, a non-profit organization. In addition, the District has been very successful over the past two decades in passing parcel tax and facilities bond measures. In March 2018, the community renewed the District's Parcel Tax for 10 years which will generate approximately \$50 million total. The annual budget is approximately 19 million. The District embraces the growth of its Spanish speaking population.

## THE COMMUNITY

The Kentfield School District is located 18 miles north of the Golden Gate Bridge and San Francisco and close to the famous Muir Woods and near the seashore. Kentfield/Greenbrae is a suburban community with 6,800 residents and sits within Marin County which offers an unparalleled combination of natural beauty and comfortable living. The wonderful climate allows year-round outdoor activity. Though generally sunny and warm throughout the region, some of the coastal areas experience summer fog. Kentfield and Greenbrae residents enjoy a wide array of outstanding recreational opportunities nearby and within a short driving distance, including the beautiful beaches and parks, and a number of bike paths. Exceptional arts and cultural activities, historical landmarks and other entertainment opportunities make the Kentfield area a desirable community.

## THE BOARD OF TRUSTEES and SUPERINTENDENT

Heather McPhail Sridharan, President

David Riedel, Vice President

Sarah Killingsworth, Clerk

Quoc Tran, Member

Davina Goldwasser, Member

Liz Schott, Superintendent

*The Kentfield School District is an equal opportunity employer.*

## APPLICATION PROCESS

**To request application materials for the Kentfield School District Superintendent position:**

Send an email to Penny Pyle, Executive Assistant, [ppyle@leadershipassociates.org](mailto:ppyle@leadershipassociates.org).

**Applications must be completed and returned via email by 5:00 P.M. on March 6, 2020**

**Consultants:**

**Marc Ecker, Ph.D.**

**Jim Brown**

**David Verdugo, Ed.D.**

**Leadership Associates**

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