

Palermo Union School District
(Butte County, CA)



ANNOUNCES AN OPENING FOR

**DISTRICT
SUPERINTENDENT**

APPLICATION DEADLINE
JANUARY 30, 2012

Palermo Union School District
7390 Bulldog Way
Palermo, CA 95968
(530) 533-4842, ext. 7
<http://www.palermoschools.org>

**PALERMO UNION SCHOOL DISTRICT
GOVERNING BOARD**

Thomas Robertson, President
Walter Hancock, Vice President
Marie Thomas, Clerk
Terry Taylor, Member
Susan Short, Member

THE POSITION

The Governing Board of the Palermo Union Elementary School District is seeking an exceptionally qualified educational and administrative leader to assume the position of District Superintendent. The successful applicant will demonstrate an unwavering commitment to the mission that all students can learn and will embrace the District's commitment to continuous improvement. The Superintendent will provide strong leadership, a clear and positive vision, encourage and support professional development, build partnerships with all stakeholders, be accountable for results, have expertise in teaching and learning, ensure that all District services operate effectively and efficiently, and continue to learn and engage in reflective practice.

QUALIFICATIONS

- Master's Degree and CA Administrative Credential
- Doctorate desirable
- Superintendent or Assistant Superintendent experience preferred
- Experience as a site principal and/or district level administrator required
- Five successful years as an elementary classroom teacher required

PROFESSIONAL SKILLS AND ABILITIES

- Visionary and goal-oriented.
- Experience and ability to develop, articulate, and build consensus around the District's Vision, Mission, and Goals for student success.
- Ability to be open, accessible, and highly visible throughout the school district and community.
- Ability to build and maintain a cohesive management team, delegate authority, and assure accountability throughout the system.
- Ability to build strong relationships within the school community. A record of community involvement and advocating for the District to the community.
- Curriculum skills and expertise, to ensure instructional excellence and student academic success. High expectations for students.
- Knowledge, experience and understanding of all facets of school district operations: academics and curriculum, staff development, finance, facilities, collective bargaining and contract management, personnel, maintenance and operations, food services, special programs, and transportation.
- A record of effective communication skills, both oral and written, and a record of effective communication with staff, the Governing Board, and the community. Open, fair, and honest personality with strong inter-personal skills.
- History of collaborative decision-making with parents, staff, and community.
- Supports the arts, music, sports, after-school and extra-curricular programs within the District.
- Committed to the importance of community and parent interest and involvement in schools.
- Has a reputation for having personal integrity, honesty, trust, stability under pressure, flexibility, good judgment, candor, a positive attitude, and courage to do what is right, while possessing the highest moral, professional, and ethical values.
- Experience and demonstrated competence in developing and managing a multi-fund budget.

THE COMMUNITY

Palermo Union School District is located in Butte County, California, seventy miles north of Sacramento. Our small agricultural community encompasses a 75 square mile area composed of rural homes, an Indian Rancheria, and agricultural endeavors. Palermo is also in close proximity to Lake Oroville, Butte Community College and California State University (CSU), Chico. Reno/Lake Tahoe to the east and the San Francisco Bay Area to the west are within a three hour drive. Recreational activities abound including water and snow skiing, swimming, fishing, hiking, and biking.

THE DISTRICT

Within its 75 square miles, the Palermo Union Elementary School District has six schools serving approximately 1,300 students. Helen Wilcox Elementary, K-3, serving 600 students; Golden Hills Elementary, 4-5, serving 290 students; Palermo Middle School, 6-8, serving 400 students; Honcut School, K-2, a small but necessary school serving 17 students; and two Community Day Schools.

The District also operates a state pre-school program serving 125 students. The District general fund budget is \$11.7 million with several additional special funds.

Student ethnic make-up is approximately 47% Caucasian, 32% Hispanic, 12% American Indian; 5% Asian, 3% African American, and 1% other.

The District's greatest strength and resource is its 89 certificated staff and 98 classified employees. The men and women working in Palermo demonstrate extraordinary loyalty and dedication to our students and their success.

The Mission of the Palermo Union School District is to create conditions to ensure all students will learn, will have access to and become proficient in core academic subjects, and will develop the personal qualities and character to be life long learners who are successful, productive and responsible citizens. To achieve its mission, the District has adopted a Learning for All Framework to ensure that all services, resources, products, and processes target student learning. Palermo serves a diverse student population that includes many students with risk factors that require excellent classroom instruction (first teaching) and support through planned targeted interventions to guarantee success. The District implements a standards based curriculum and is currently in the process of adopting Common Core State Standards (CCSS) with pacing guides, common formative assessments, and benchmark assessments.

The District recognizes the importance of and supports excellence in classroom instruction. Teachers and administrators are actively engaged in learning and applying best practices. Palermo places a high value on collaboration. All teachers have received some level of training in Professional Learning Communities (PLC). The District supports PLC through a weekly early release day and several ½ days during the year to provide time for teachers to use data to inform instruction, plan interventions to help struggling students, and share best practices. Within the context of the LEA Plan (LEAP) and overall District goal that all students master the core curriculum, school sites are given the responsibility and authority to determine annual goals; and to plan and implement improvement strategies. A District Leadership Team (DLT) representing teachers, administration, and parents has been established to lead and monitor improvement efforts.

The District supports teacher use of technology in classroom instruction. All classrooms are equipped with document cameras, teacher workstations and multiple computers with Internet access.

Additional technologies available to classrooms include mobile laptop labs, student response systems, and video conferencing equipment. The District's currently in the process of introducing interactive white boards into classroom instruction. IT support is provided via in-district IT specialists and through services purchased from the Butte County Office of Education. The District has created and maintains an excellent infrastructure to support technology through its aggressive use of the Federal E-Rate program.

The District maintains a strong partnership with CSU, Chico. Our schools provide mentor teachers and classroom placements for CSU's Rural Residency Teacher Preparation Program and its traditional student-teacher program. Palermo also partners with CSU in the National Network for Educational Renewal.

School facilities and grounds are well maintained. The District has taken advantage of state funding to modernize facilities. Golden Hills School, our newest facility, opened in 2006-07. The District's vehicles and bus fleet are well maintained. The District has taken advantage of vehicle replacement and retro-fit programs.

SELECTION PROCESS

Written applications and related materials will be reviewed by a screening committee to select candidates who uniquely meet the needs of the District. Successful candidates will be scheduled for interviews by the Governing Board and a representative committee of staff and community members. The process will include two interviews and a writing sample. Finalists may be invited to further screening and be visited in their district by the Governing Board. In conducting its appraisal of candidates, the Governing Board may include assessment activities beyond the standard interview. The starting date for the successful applicant to assume duties as Superintendent is expected to be July 1, 2012.

APPLICATION PROCEDURE

To be considered applications must be received by January 30, 2012, 4:00 p.m. (in-hand, not postmarked). A complete application includes all of the following:

- A personal letter of application (cover letter) stating reasons for applicant's interest in the position of Superintendent in the Palermo Union School District.
- A fully completed application (Please complete as instructed. Do not refer the reader to the resume.)
- A personally-prepared resume, providing biographical information about educational preparation, experience, achievements, and community interests.
- A placement file and/or five current professional reference letters regarding the applicant's experiences in previously held positions.
- Written response to questions.
- Copies of CA Administrative Credential and degrees.

Applicants are responsible for the timely receipt of placement papers or letters of reference. All applications will be held in strict confidence.

SALARY AND TERMS

The Palermo Union School District Governing Board intends to offer the successful candidate a multiple-year contract. The salary will be competitive and negotiable, based on the qualifications and experience of the successful candidate. It is the candidate's responsibility to provide the District with employment eligibility and verification of citizenship in compliance with the Immigration Reform and Control Act.

NOTE: Contact by or on behalf of any applicant with any member(s) of the Governing Board, the screening or interview committee(s) with the intent of influencing the Board's decision will result in automatic disqualification.

**TO REQUEST AN APPLICATION,
CONTACT:**

Kathy Ray, Personnel Office
Palermo Union School District
7390 Bulldog Way
Palermo, CA 95968
(530)533-4842 ext. 0
kray@palermoschools.org

**FOR ADDITIONAL
INFORMATION,
CONTACT:**

Samuel Chimento, Advisor
(530) 533-4842 ext. 7
schiment@palermoschools.org