

APPLICATION PROCEDURES

All applications will be held strictly confidential. Each applicant is requested to follow the procedures listed below. Those applicants wishing additional information should contact the board advisers:

Dr. William Diedrich at 760-219-5873 or

Dr. Dave Long at 916-616-6027.

Applications must be submitted **on-line** to:

DLAssoc.com

Lawndale Elementary School District

c/o Drs. William Diedrich and Dave Long, Advisers

Dave Long and Associates, Executive Search Services

29991 Canyon Hills Road

Suite 1709, PMB 414

Lake Elsinore, CA 92532-2579

All applicants must provide the following items by the closing date, May 20, 2009 (5:00 p.m.), to be considered:

- A completed Application Information Form. (Please complete as instructed; do not complete by stating "see attached résumé" The Application Information Form and brochure may be completed via Dave Long and Associates' web page at **DLAssoc.com**.
- A personal letter of application stating reasons for interest in the Lawndale Elementary School District superintendent position
- A résumé providing biographical background information about educational preparation, experience and achievements
- A placement file and/or five (5) **current** letters of professional references describing the applicant's performance in previously held positions

It is the applicant's responsibility to arrange to have placement papers or reference letters forwarded in time to meet the May 20, 2009 (5:00 p.m.) deadline.

SELECTION PROCEDURE

A professional screening committee will evaluate the qualifications of each applicant. The Board and the screening committee will use the described criteria during the screening, interviewing and final decision-making process. After receiving and studying the report of the screening committee, the Board will select and interview the top candidates.

The Board will select candidates for the final interviews, conduct the interviews and select the superintendent. Any applicant who contacts a board member with the intent of influencing the Board's decision will be disqualified.

Travel expenses for those candidates selected for the initial interview will be the responsibility of the candidate.

SALARY AND CONTRACT TERMS

The Lawndale Elementary School District Board of Trustees will offer a competitive and negotiable salary, plus fringe benefits to the successful candidate, based on that individual's experience and qualifications. The Board intends to offer a multi-year contract.

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.

BOARD OF TRUSTEES

	Term Expires
Mrs. Ann M. Phillips, President	2009
Ms. Bonnie J. Coronado, Clerk	2009
Ms. Shirley Bennett, Member	2011
Mrs. Cathy J. Burris, Member	2009
Mrs. Shirley A. Rudolph, Member	2009

APPLICATIONS CLOSE

May 20, 2009 (5:00 p.m.)

INTERVIEWS

Interviews are tentatively scheduled for June 18 and 19, 2009.



Lawndale Elementary School District

is seeking a

Superintendent



Executive Search Services

Los Angeles County, CA

THE POSITION

The Lawndale Elementary School District Board of Education is seeking a strong, visionary instructional leader who employs a collaborative, inclusive management style with the board, staff, and community. In addition to being technologically literate, this individual must be a “people person” with exceptional communication and interpersonal skills who is dedicated to making a long-term commitment to the school system. The successful candidate will be an enthusiastic, motivating leader who is highly visible in the community, schools, and district worksites. The person selected for the position will be able to work effectively in a socio-economically and culturally diverse setting.

The current superintendent is retiring after 17 years of highly successful service to the district.

THE COMMUNITY

The City of Lawndale, with a population of 31,711, is located in the heart of Southern California’s South Bay region of Los Angeles County. The city is approximately 15 miles southwest of Los Angeles and five miles east of the Pacific Ocean. It is an urbanized area of predominately single-family homes, encompassing two square miles with an ethnically diverse population. Median household incomes remain near or below the national average, although the cost of living is still much higher.

THE SCHOOL DISTRICT

The Lawndale Elementary School District consists of eight school sites, providing a public school education to approximately 6,000 students. Six elementary schools provide kindergarten through 5th grade classes. Two middle schools serve the 6th through 8th grades. Additionally, the District serves approximately 500 preschool students residing in the community and operates an after school program with an enrollment of 1,600.

The ethnic composition of the student population reflects the diversity of the area: Hispanic 71%, African American 13%, Asian 6%, White 6%, and 4% Other. More than 29 languages are spoken by the district’s students and 34% are the first generation of their families to learn English. The percentage of students receiving free and reduced price lunches is 75%.

The eighth graders moving into the ninth grade attend the Centinela Valley High School District. Students can also apply to attend Environmental Charter High School (ECHS), which is chartered by the Lawndale Elementary School District. ECHS is located in the City of Lawndale and serves Lawndale and its surrounding communities. ECHS was founded by a coalition of community members in the year 2000 as an alternative school of choice. It currently serves a student

population of approximately 440 students in the 9th through 12th grades and is at its desired capacity.

The Lawndale Elementary School District is a family of students, parents, and employees committed to the achievement of all students, allowing them to enter college or career options upon graduation from high school. The district’s motto of “Learning Today, Leading Tomorrow,” accurately describes the Lawndale Elementary School District’s major goal for its pupils. With comprehensive programs for students beginning during the preschool years, through all grade levels, and concluding with exciting after school programs in eighth grade, each child’s needs can be met.

The staff is energized and dedicated to helping students develop the academic, emotional, and social assets that will help them grow into happy and successful teens and adults. The district is justly proud of its many awards and recognitions for the outstanding educational programs offered to students. These include California Distinguished School awards and Title I Academic Achievement recognition. The district has also been recognized by the California School Boards Association with its Golden Bell Award for outstanding programs. The recently released STAR testing results show that district students continue to improve, which is a great source of pride for employees and parents. The parent surveys last spring showed that most parents are very pleased with their children’s education, and staff surveys showed that employees find LESD a very good place to work.

Students and staff of the district enjoy modern, well-maintained facilities. During the early 2000s, thanks to a local school bond supported by matching funds from the State of California, all of Lawndale schools were modernized and extensively refurbished and modernized.

For more information about the district please visit its web site at <http://www.lawndale.k12.ca.us>.

SELECTION CRITERIA

The following criteria represent standards to be used in the evaluation of applications and in the selection of the superintendent.

Professional Experience and Preparation

- Classroom teaching experience required
- Site administrative experience required
- District level administrative experience required
- Possess an earned doctorate or will acquire same

Personal Characteristics

- Honest, ethical, caring, compassionate and a person of integrity and trustworthiness
- A “people person” who is approachable, accessible, possesses exceptional listening skills and can communicate effectively with all stakeholders
- An articulate, motivating spokesperson for the district
- Adaptable, fair, affable and open-minded with actions demonstrating students as the focus of decision-making
- Highly visible and active in the community, schools and worksites
- A proactive, creative, “out of the box” thinking problem solver who has the courage to make difficult decisions
- Knows, or will quickly learn, the culture, history, victories and challenges of the community and district
- Respects, supports and encourages stakeholder (including parents, school site councils and PTA) involvement in school and district activities

Professional Skills and Abilities

- A strong visionary leader who is future-oriented, can articulate that vision and is able to take the district to its next levels of development
- Maintains knowledge of effective programs and best practices, as well as the latest developments, strategies, research and reform efforts, that result in student academic success
- Successful experience in building and maintaining positive relationships with employees and their associations
- Demonstrates an inclusive, collaborative management style
- A team player and builder who recognizes the abilities and contributions of all district staff and other stakeholders
- Technology literate and supports the increased use of technology in classroom instruction and district and school site management
- Fiscal expertise that allows for the oversight of fiscal matters, supervision of the budget development process and long/short range fiscal planning
- Politically astute and able to build strong relationships with all district stakeholders, including various governmental agencies, foundations and other entities for the ultimate benefit of parents, students and the community
- Able to know, appreciate and work effectively with all segments of a socio-economically and culturally diverse community
- Works well with board members individually and collectively, understands how an effective governance team operates and provides guidance and support to all members
- Completed, or will join the Board in attending, the California School Boards Association Masters in Governance training