

Application Procedures

All applications will be held strictly confidential. Each applicant is required to follow the procedures listed below. Those applicants wishing additional information should contact the Board advisors Drs. Patricia Novotney at 760-567-5590 and/or Joe Condon at 310-901-3749.

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

DLAssoc.com

El Segundo Unified School District

c/o Drs. Patricia Novotney or Joe Condon

Dave Long & Associates, Executive Search Services

All applicants must provide the following items by the closing date of **June 9, 2014 (5:00 PM)** to be considered:

- A completed Application Information Form. (Please complete as instructed; do not complete by stating "see attached resume".) The Application Information Form and brochure may be completed via Dave Long & Associates' web page at **DLAssoc.com**.
- A personal letter of application stating reason for interest in the El Segundo Unified School District high school principal position
- A resume 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
- Copies of California administrative credentials

It is the applicant's responsibility to arrange to have all of the above items submitted to the DLAssoc.com website no later than **5:00 PM on June 9, 2014**.

Selection Procedure

A professional screening committee will evaluate the qualification of each applicant. 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 superintendent will select and interview a select number of top candidates.

Selection Procedure, con't

The superintendent will select candidates for the final interviews, conduct the interviews, and select the high school principal to be recommended to the governing board. 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 interviews will be the responsibility of the candidate.

Salary and Contract Terms

Five steps - \$107,610-\$120,523. District contributes \$10,500 towards health & welfare benefits.

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
Laura Gabel, President	2015
Dr. Jeanie Nishime, Vice President	2015
Jim Garza, Clerk	2017
Dr. Bill Watkins, Member	2017
Emilee Layne, Member	2017

**Application Timeline
June 9, 2014 (5:00 p.m.)**



Dave Long & Associates

Executive Search Services



EL SEGUNDO
Unified School District
is seeking a
HIGH SCHOOL PRINCIPAL



The Position

The Board of Trustees of the El Segundo Unified School District is seeking a high school principal with strong school leadership skills who is committed to academic excellence for all students. The ideal candidate will be someone who is an inclusive and engaging leader with exceptional communications skills. The principal must be an instructional leader with experience in all areas of high school administration. The principal must also be highly visible at school, school events, and in the El Segundo community.

The Community

Located south of the Los Angeles International Airport in the South Bay of Los Angeles County and bordering the Pacific Ocean, the community is minutes from the art and cultural attractions of both Los Angeles and Orange counties while driving distance to mountain and desert resorts. From the early Indian families who made their home along the Pacific Ocean to the aerospace engineers and scientists who make El Segundo home today, one factor has remained constant...the quality of life for El Segundo residents. The community received its name as it is the location of the Standard Oil Company's second refinery, which still operates today.

El Segundo seems to attract and hold its citizens as many of the residents today were raised in the community and either remained in or returned to city as third and fourth generation citizens are common. The attraction of the old time small town environment combined with 12 Fortune 500 companies and a U.S. Air Force Base seems to engender loyalty for this unique community that prides itself as the "Aerospace Capital of the World."

The School

El Segundo High School, a California Distinguished School, is an icon in the community. Recently modernized, the school's façade was preserved at significant expense with the support of the community and remains a common setting for many Hollywood productions.

The school currently has an enrollment of 1259 students and has 60 faculty members. El Segundo High School is one of the highest performing high schools in the South Bay with respect to API and AYP.

The school is the only high school in the El Segundo Unified School District and is essentially the centerpiece of the small-town community.

Generations have passed through the halls and have graduated from El Segundo High School.

El Segundo Unified School District
Socio-Economic Indicators:

School	Enrollment	Free/Reduced Lunch
Eagles Nest Preschool	182	N/A
Center St. Elementary	747	116
Richmond St. Elementary	603	65
El Segundo Middle School	787	87
El Segundo High School	1274	161
Arena Virtual High School	24	0

Selection Criteria

The following criteria represent standards to be used in the evaluation of applicants and in the selection of the high school principal:

Professional Preparation

- Required - minimum of five years of secondary teaching experience
- Required - Administrative experience in a comprehensive high school having been responsible for multiple areas such as Student Services, Instruction, Facilities, Counselling & Guidance, etc.

Personal Characteristics

- Passionate about students and learning and demonstrates this in words and actions
- Confident, able to make difficult decisions
- Demonstrates effective communication and interpersonal skills
- Is respectful of others, listens and hears
- Approachable, inclusive, a team leader and team builder
- Has a participatory and collaborative management style; can be both a leader and follower
- Willingness to "Do it all" for the betterment of ESHS
- Outstanding leadership skills, has a "Command Presence"

Professional Skills and Abilities

- Knowledgeable about Common Core, LCAP, WASC, Special Education, GATE, Technology and Career Pathways
- Possesses Conflict Resolution skills and is politically savvy
- Has had success with implementing programs and using all resources to meet the needs of all students in a comprehensive high school
- Able to appreciate the culture of the community, school and district
- A forward thinking leader who will value the past and present, and one who has a vision and plan for the future
- Able to work with community and business leaders to "market" ESHS and generate financial and personal resources