

# JGCONSULTING

## Application: Superintendent

### San Dieguito Union High School District Leadership Profile

**JG Consulting has engaged with the San Dieguito Union High School District to recruit candidates to serve as Superintendent.**

SDUHSD serves students from five elementary school districts in North County: Encinitas, Rancho Santa Fe, Cardiff, Solana Beach, and Del Mar. Students from those districts matriculate through our middle schools and high schools, with the exception of those from the Rancho Santa Fe School District, who begin here as freshmen.

Booming population growth and demographic diversity have characterized the North County and SDUHSD in the past 15 years. Families from all parts of the world are attracted to our inviting climate and exceptional learning institutions, enriching our schools with a wide variety of languages and cultural backgrounds. From surfers to scientists, from beach cottages to high tech towers, this district represents a broad range on the socio-economic spectrum.

Many parents are employed at such neighboring institutions as the University of California, San Diego, the Scripps Institute of Oceanography, the Scripps Clinic and Research Foundation, nearby biotechnology firms in Sorrento Valley, and high-tech giants like Qualcomm, all of which influence the high standards of education and expectation at San Dieguito.



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**This is a confidential search. Only the Lone Finalist will be revealed.**

The San Dieguito Union High School District (SDUHSD) Board of Trustees is seeking a highly qualified educational leader to serve as the Superintendent. The successful candidate should possess the following characteristics and qualifications:

- A professional educator with experience as a teacher and administrator with preferably five (5) or more years of leadership experience in school administration (Doctoral Degree desirable);
- A proven instructional leader with a track record of success proving academic growth for all students in a diverse community;
- A team builder who has the interpersonal skills to work collaboratively in partnership with the Board of Trustees, students, teachers, staff, administrators, parents and community to build a climate of transparency, mutual trust and respect, and cooperation;
- An exceptional communicator with the ability to convey communication effectively and efficiently in writing and verbally;
- An open, approachable, and ethical leader who is actively and enthusiastically involved and visible within the district and community;
- Knowledge of school finance, budget management, curriculum and human resources, as well as the ability to maintain and increase outside funding sources;
- Experience in strategic planning and sound management practices, with appropriate planning, analytical and decision-making skills, who sets clear expectations, delegates authority, but remains knowledgeable and accountable for the district's overall progress;
- A progressive leader who is committed to serving the district and community for the long term;
- A visionary leader who builds and strengthens relationships within the community and with local institutions and affiliations;
- A thoughtful leader who can build consensus yet make and take responsibility for difficult decisions that are in the best interest of all students and the district.

## Selection Process

All materials submitted as part of the superintendent application process will remain confidential to the extent allowed by the law. After all applications are reviewed and preliminary interviews are conducted by JG Consulting, the names of the candidates will be presented to the SDUHSD Board of Trustees for its consideration to conduct additional interviews. The first and final rounds of interviews will be in closed session with the Board of Trustees. The Lone Finalist will be named on October , 2021.

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Salary and Benefits: Negotiable; commensurate with experience

Criminal History/Background: Required

Fingerprinting: Required

**The online application should include one (1) file with the following information in PDF format:**

- Letter of Interest
- Current Resume
- List of References
- College/University Transcripts
- Copies of the "Verification Forms" (pages 5 – 6 of this document)

**Electronic submittal is preferred:** *URL will be inserted here*  
(A reply email will be sent to confirm submission has been received)

**Application packets may be mailed to:**  
One-Fourth Consulting, LLC (D/B/A JG Consulting)  
3616 Far West Blvd., Ste. 117-586  
Austin, TX 78731

**Application Deadline:** September , 2021

**Desired Beginning Date:** TBD

**JG Consulting is conducting the executive search:**

James Guerra, CEO

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**Applicants are not to contact any members of the Board.** The final selection is the sole responsibility of the School Board. For clarification and application inquiries, call (888) 765-3731. The San Dieguito Union High School District does not discriminate against race, religious creed, color, national origin, age, ancestry, physical and/or mental disability (including HIV and AIDS), medical condition, genetic information, marital status, sex (childbirth, breastfeeding and medical conditions related to pregnancy, childbirth or breastfeeding), gender, gender identity, gender expression, age, sexual orientation, and military and/or veteran status.

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## Verification for Superintendent

Please attach a brief explanation for any circumstances arising from the questions below that you are unable to initial. I hereby certify that none of the listed conditions have occurred by initialing each of the following:

\_\_\_\_\_ I have never left any school district-related employment or other profession, voluntarily or involuntarily, while the subject of an inquiry, review, or investigation of alleged misconduct or alleged violation of professional standards of conduct or had reason to believe such investigation was imminent.

\_\_\_\_\_ I have never been nor am I currently the subject of an inquiry, review or investigation for alleged misconduct or alleged violation of the professional standards of conduct.

\_\_\_\_\_ I have never failed to complete a contract for employment in any educational or school-related position for any alleged misconduct or alleged violation of professional standards of conduct.

\_\_\_\_\_ I have never had a professional certificate, credential, or license (of any kind) revoked or suspended nor have I been placed on probationary status for any alleged misconduct or alleged violation of the professional standards of conduct.

\_\_\_\_\_ I have never been denied a professional license for which I applied or was granted a professional license on a conditional or probationary basis for any alleged misconduct or alleged violation of professional standards of conduct.

\_\_\_\_\_ I have never surrendered a professional license of any kind before its expiration.

\_\_\_\_\_ I have never been disciplined by any public agency responsible for licensure of any kind including but not limited to educational licensure.

\_\_\_\_\_ I have never been charged with any: (a) felony, (b) misdemeanor, or (c) major traffic violation, such as; driving under the influence of intoxicants or illegal drugs; reckless driving; fleeing from or attempting to elude a police officer; driving while my license was suspended, revoked or used in violation of any license restriction; or failure to perform the duties of a driver or witness at an accident.

\_\_\_\_\_ I have never entered a plea of guilty or no contest relative to any charge for an offense listed in the question above.

\_\_\_\_\_ I have never had any civil complaint, judgment or other court order entered against me resulting from abuse, assault, battery, harassment, intimidation, neglect, stalking or other threatening behavior toward other persons.

\_\_\_\_\_ I have never been the subject of a substantiated report of child abuse or sexual misconduct of any kind.

\_\_\_\_\_ I have not previously nor am I currently the subject of an ongoing investigation related to a report of suspected child abuse or sexual conduct.

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\_\_\_\_\_ I authorize you to make such investigations and inquiries of my personal, employment, educational, financial, and other related matters as may be necessary for an employment decision.

## Confirmation of Verification

The information that I have provided in this Verification of Superintendent Application is true and accurate to the best of my knowledge. I have answered all of the questions to the best of my ability, and I have not knowingly withheld information that would negatively affect my application. Any misrepresentations or omissions of fact in this application, any materials submitted with this application, or during interviews may be cause for rejection of this application or subsequent dismissal from employment, if hired.

I hereby authorize all my current and former employers who are education providers to disclose the (a) dates of my employment; (b) whether I was the subject of any substantiated reports of child abuse or sexual conduct related to my employment; (c) the dates of any substantiated reports; (d) the definitions of child abuse and sexual conduct used by the education provider when the determination was made that any reports were substantiated; and (e) the definitions of child abuse and sexual conduct used by my employer to determine whether any reports were substantiated.

I authorize my listed references, current and past employers, and anyone else who has information about my work history, education qualifications, or fitness to provide such information to the SDUHSD Board of Trustees for which I have completed an employment application. I release all persons providing this information to the SDUHSD Board of Trustees from any liability whatsoever for obtaining and providing that information, regardless of the results.

I acknowledge that finalists in this Superintendent search may be subject to criminal records check by the SDUHSD Board of Trustees or any other relevant state-licensing agency related to my employment. I acknowledge that the SDUHSD Board of Trustees may conduct an internet search, reference checks, background investigations and confirmation of employment as a part of this application.

## Confidential Search: Only the Lone Finalist will be named

Signature of Applicant: \_\_\_\_\_

Printed Name of Applicant: \_\_\_\_\_

Date: \_\_\_\_\_

San Dieguito Union High School District Superintendent Profile Development

Anonymous Community Input Forum

Thank you for providing your candid input as we seek the next Superintendent of Schools for the SDUHSD. Your voice as a community member is important to SDUHSD.

OK

\* 1. Rate each of the following in order of importance from 1 to 5: where 1 = low importance and 5 = high importance.

Strong Communicator

Community Advocate

An Educator (Teacher,  
Principal and/or  
Administrative Leader)

Approachable and Visible

Ability to Make and  
Defend Difficult Decisions

\* 2. Please list the top three accomplishments of the SDUHSD.

Accomplishment #1

Accomplishment #2

Accomplishment #3

3. Please list the top three challenges that the next Superintendent must prioritize.

Challenge #1

Challenge #2

Challenge #3

\* 4. My perspective on SDUHSD comes from being a (check all that apply).

- ☐ Current Parent/Legal Guardian
- ☐ SDUHSD Staff/Faculty/Administration
- ☐ Current Student
- ☐ Former Parent/Guardian
- ☐ Former Student
- ☐ Community Member (no children ever in SDUHSD Schools)
- ☐ Other (specify)
- ☐ Other (please specify)

\* 5. Is there anything else you wish to add as the SDUHSD School Board seeks your input with regard to the Superintendent profile?

DONE

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