

## Application Procedure

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 Sacramento County Office of Education (916-228-2327).

Applicant's file will be complete upon the receipt of:

- An official application available at **www.scoe.net** or at the Sacramento County Office of Education, Human Resources Department
- A personal letter stating reasons for interest in the Robla School District Superintendent position
- A resume providing background information about education, preparation, experience and achievements
- A minimum of three (3) contemporary letters of recommendation, specific to your skills and knowledge relative to this position

### **All applications are to be sent to:**

Sacramento County Office of Education  
Human Resources Department  
Attention: Effie Crush  
P.O. Box 269003  
Sacramento, CA 95826-9003  
Phone: 916-228-2327  
Fax: 916-228-2624

## Education and Experience

- Appropriate administrative credential to serve K-6 school district
- Master's degree required, doctorate is desired
- Leadership as a site/district level administrator

## Selection Process

The Robla School District has requested the assistance of the Sacramento County Office of Education in the search for a district superintendent. David Gordon, Sacramento County Superintendent of Schools, has been designated to serve as Board Advisor in this process. Applications will be screened by a selected committee authorized by this entity and the Robla Board of Trustees.

Candidates with the highest rankings will be interviewed by the Governing Board. Candidates should note that the Board may conduct a community visit prior to final selection to gather additional information regarding leadership style and work relationships. Interviews are tentatively scheduled for early-mid April.

## Salary and Contract Terms

The Robla School District Board of Trustees will offer a competitive and negotiable salary to the successful candidate, based on individual experience and qualifications. Candidates must provide evidence of employability and verification of citizenship.

## **ROBLA SCHOOL DISTRICT** Sacramento, California



IS SEEKING A

## **SUPERINTENDENT**

### **BOARD OF TRUSTEES**

Kim Howard, President  
Dennis Boyd, Vice President  
Craig DeLuz, Board Clerk  
Mike Mayr, Board Member  
Velma Strong, Board Member

---

Deadline to apply is March 15, 2010.

## The Position

The Robla School District is seeking a superintendent who possesses the skills to continue to keep the focus of the staff, parents and community on students. The new superintendent will build upon the history and tradition of the district to continue a collaborative and supportive environment with high standards and high expectations for students. The successful candidate must possess the knowledge and skills to administer all aspects of a small school district with a small district staff: curriculum, human resources, special education, finance, public relations, parent communication and facilities. The candidate will assume leadership of the district on July 1, 2010.

## The Community

The Robla School District is located in a family oriented suburb in the northern area of Sacramento County about ten minutes east of the City of Sacramento. Robla is within 120 miles of San Francisco, Napa Valley and South Lake Tahoe. The nearby Sierra Nevada Mountains offer an abundance of recreational activities.

Robla School District has had the good fortune to have had superintendents who are involved in the community. There is the expectation that all administrators participate in District events and establish relationships with the families and community members. The new superintendent should be confident in getting to know and interacting with our families, school and community partners.

## Mission Statement

The mission of the Robla School District is to provide a safe, caring and peaceful place where every student is enabled to succeed in learning a balanced core curriculum. Strong, effective teaching, meaningful learning activities and partnerships with parents develop confident, thoughtful and responsible citizens who can read, solve problems, access information and respect diversity so as to work together to communicate ideas in a changing, technological society.

## The District

Robla School District History:

The modern day Robla School District started out as the Oak Grove School District organized in the early 1890s and opening on August 11, 1896. There were twelve students. The local resident station and post office were referred to as Robla and therefore caused confusion for residents and potential home buyers as to where the Oak Grove School District was located. To avoid confusion, the District's name was changed to Robla School District on April 14, 1916. Robla is a derivative of the Spanish word "roble" which means "cluster of British Oak trees." In the early 1900s, the Robla area was inundated with many oak trees, and the name was established.

The Robla School District is a K-6 district with an enrollment of 2,300 and an ADA of 1,916 students including preschool. Its five schools are clustered in a semi-rural six square miles and serve as the hub of community events. The student population is 48% English Learners. The district AYP score is 723, and its dedicated teachers and staff are devoted to the instruction of the children, and work to create a positive and safe learning environment. Parent involvement and broad-based community support make Robla School District unique.

Robla's family-oriented culture and small size allows for personalized communication. District surveys indicate that parents view the schools as a primary source of information and are consistent in their high degree of trust. The community is comprised of individuals from diverse socioeconomic, ethnic and linguistic backgrounds.

The teaching teams have a history of longevity, and are strong, cohesive and dedicated.

## Personal Characteristics

- Excellent communication and listening skills
- Respectful, open and honest in working with others
- Possesses a sense of humor, optimistic, positive
- Integrity — "Walks the talk"
- A role model for staff and students, a motivator
- Creative, can provide a new perspective
- Approachable and accessible, visible
- A team leader who brings people together
- Emphasis on making others better
- Strong moral character

## Professional Skills and Abilities

- Provide strong curriculum leadership
- Able to work with the community to maximize resources
- Experience in management of facilities and modernization
- Strong understanding of finance and budget
- Collaborates with others
- Able to build staff morale and build trust with staff, students, and the community
- Holds high standards for student achievement
- Able to make difficult decisions
- Experience with employee organizations and negotiations
- Able to lead staff and community to develop an academic strategic plan for the future