

# ROSEMEAD SCHOOL DISTRICT

The Board of Trustees of the Rosemead School District seeks a long-term relationship with an exceptional and collegial educational leader who can maintain and build on the District's strengths and potential as their

## **Superintendent of Schools**

### **The District and Community**

The Rosemead School District is located in Southern California's San Gabriel Valley, approximately 20 minutes east of downtown Los Angeles. Rosemead School District educates more than 2,550 Preschool, Transitional Kindergarten through 8<sup>th</sup> grade students on a traditional calendar schedule. The Rosemead School District serves students who reside in Rosemead and portions of El Monte, San Gabriel, and Temple City.

The Rosemead School District (RSD) was established in 1859. The District's education program includes students in preschool, transitional kindergarten, kindergarten, and grades 1<sup>st</sup> through 8<sup>th</sup>. The Rosemead School District offers programs as follows and are not limited to: Full Day Kindergarten, English Language Development (ELD); Instrumental Music program (4<sup>th</sup> – 8<sup>th</sup> grades); Student in Need Program; State Preschool; Transitional Kindergarten; Before and After-school programs: K.S.A.R.T. (Kinder After School Recreational and Tutorial), A.S.A.R.T. (After School Recreational and Tutorial), A.S.E.S. (After School Educational and Safety) program; Gifted and Talented Program (GATE); Science Olympiad; Advancement Via Individual Determination (AVID); Franklin Covey's Leader in Me<sup>®</sup>. Program and 7-Habits<sup>®</sup>; Positive Behavior Intervention and Supports (PBIS); Migrant Education program; and Special Education programs.

The Rosemead School District is comprised of four elementary schools: Encinita Elementary, Mildred B. Janson Elementary, Savannah Elementary, Emma W. Shuey Elementary; and Muscatel Middle School. Muscatel Middle School students transition into Rosemead High School for 9<sup>th</sup> grade in the El Monte Union High School District.

The current year's budget is approximately \$58 million. The District is fiscally sound. The staff consists of 125 teachers, 187 classified and confidential employees, and 18 administrators.

The district demographic make-up is 59.34% Asian, 35.1% Hispanic, .4% African American, and 3.31% Caucasian. Approximately 79% of the student population comes from socioeconomically disadvantaged families. Approximately 40% of the students are English Learners, primarily Spanish, Vietnamese, and Mandarin speakers.

The District is proud of the recognitions that schools have received. All four elementary schools and Muscatel Middle School have attained recognition as Lighthouse Leadership Schools for the Franklin Covey 7-Habits<sup>®</sup> Leader in Me<sup>®</sup> curriculum and programs. Furthermore, the Leader in Me<sup>®</sup> team of teachers and principals have received recognition for outstanding leadership and commitment to Equality in Education. Savannah Elementary School, Emma W. Shuey Elementary School, and (Mildred B. Janson Elementary School) attained the recognition of California Distinguished Schools.

## Mission Statement

The Rosemead School District has a challenging academic environment that embraces the diversity of the entire community and encourages lifelong learning.

In partnership with parents and the community, the mission is to nurture the whole child, including the intellectual, physical, emotional, and ethical growth, in order to prepare them to be responsible, healthy, productive, and contributing members of our global society.

The Rosemead School District promotes leadership at all levels of the educational community. It strives for all members to **LEAD**:

- L** – Lifelong learners and leaders of our global society
- E** – Ethical behavior and mindsets
- A** – Academic rigor, support, and achievement
- D** – Diversity is valued and respected

## The District's Goals

The District is committed to promote the following:

- 1) Teaching and learning to ensure that all students achieve academic proficiency;
- 2) Safe and secure schools that promote student healthy living;
- 3) World class facilities;
- 4) Technology and career academics;
- 5) Workforce and professional development;
- 6) Home, school, and community partnerships

## District Strengths, Needs/Critical Issues, and the Characteristics Desired in a New Superintendent

Led by consultants from The Cosca Group, Trustees, parents, certificated and classified staff, students, and community members participated in a process to identify the strengths and needs/critical issues of the Rosemead School District and the characteristics desired in their new Superintendent. An extensive number of stakeholders participated in this process through meetings and an online survey. The Board of Trustees prioritized those elements as follows:

### District Strengths

- Small district with a family feel
- Positive relationships among staff and with the community
- Diversity among students and staff
- Dedicated employees and longevity of staff
- Recognized as one of the best school districts in the San Gabriel Valley
- Dual Language Immersion program
- Leader in Me program – all schools are Lighthouse Schools, and one is a Legacy School
- All schools' PBIS programs recognized with platinum status
- Students are respectful, well-rounded, and motivated to learn
- Focus on strong academic programs and social-emotional learning
- Fiscally sound with a stable budget
- Beautiful facilities – clean, well-maintained, and modernized

## Needs/Critical Issues

- Need to maintain and increase enrollment
- Need to maintain a positive culture at all levels
- Need to meet the needs of a diverse population, including students with disabilities
- Need to provide training and support for new administrators
- Learning loss and social-emotional needs due to the pandemic
- Achievement gap for Latino students
- State funding is an ongoing challenge

## Characteristics Desired in a New Superintendent

- Transparent and trustworthy
- Open-minded, visionary, not restricted by the past
- Strong leadership background – experience as a teacher, principal, and district leader with a track record of accomplishments
- Has knowledge and experience with a wide range of school district functions
- Visible at schools, will get to know students and staff members
- Will maintain open communication with all stakeholders and be responsive
- Will collaborate with City staff and community stakeholders
- Welcoming, accessible, will have an open door policy, will listen and value input
- Friendly, will show appreciation for students, staff, and parents; will acknowledge the value of all employees
- Will build up everyone, and put all in a position to succeed
- A problem solver, able to resolve issues
- Sensitive to others, respectful and understanding, exhibits empathy
- Collaborative, not a top-down leader
- Committed to remain in Rosemead School District

## **BOARD OF TRUSTEES**

**John Quintanilla, President**

**Diane Benitez, Clerk**

**Nancy Armenta, Trustee**

**Ronald Esquivel, Trustee**

**Veronica Peña, Trustee**

## The Selection and Application Process

Mr. Joel Shapiro and Mr. Nick Salerno of The Cosca Group (TCG) have been retained by the Rosemead School District Board of Trustees for the search, recruitment, screening, and selection process for the new Superintendent of Schools.

Interested applicants must submit all of the following to be received by The Cosca Group on or before **October 4, 2024**:

- Completed Application Form (as provided herein)
- Personal Letter of Application
- Resume including a record of professional education and professional experiences
- Letters from five professional references (three of which must be current, within the past 12 months)

During the screening process, reference checks will be made with those familiar with the candidate's professional performance. Trustees will visit the district and community of the final candidate.

**Send the completed application and related information electronically to:**

**Mr. Joel Shapiro**

[jshapiro516@gmail.com](mailto:jshapiro516@gmail.com)

**All materials must be received by the deadline of**

**5:00 p.m. PST, on October 4, 2024.**

## CONTRACT TERMS

The successful candidate will be offered a multi-year contract with a competitive and negotiable salary based on qualifications and experience.

For additional information, please contact:

- Mr. Joel Shapiro (626) 497-5059 or [jshapiro516@gmail.com](mailto:jshapiro516@gmail.com)
- Mr. Nick Salerno (626) 523-3041 or [nicasio.salerno@yahoo.com](mailto:nicasio.salerno@yahoo.com)

## Application Form for the Position of Superintendent Rosemead School District

*Application requirements include a completed application form, a formal letter of application, a complete résumé, and five letters of reference (three current, within the past year).*

Name	Home Phone
Address	Mobile Phone
City <span style="float: right;">State <span style="float: right;">Zip</span></span>	Office Phone
Email Address	

\_\_\_\_\_  
Current School District

\_\_\_\_\_  
Current District Configuration (e.g. K-6, K-12)

\_\_\_\_\_  
Ethnic Composition

\_\_\_\_\_  
Annual Budget

### *Record of Professional Experience (begin with most recent)*

Position	Dates Served From/To (Month/Year)	District	District Enrollment	Salary
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

### *Record of Professional Education*

Institution	Dates	Major	Degree
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

### *References TCG May Contact Confidentially*

Names, titles and telephone numbers of at least five references, three current within the last twelve months.

Name and Title	Home/Mobile Phone Number	Work Phone Number
_____	_____	_____
Name and Title	Home/Mobile Phone Number	Work Phone Number
_____	_____	_____
Name and Title	Home/Mobile Phone Number	Work Phone Number
_____	_____	_____
Name and Title	Home/Mobile Phone Number	Work Phone Number
_____	_____	_____
Name and Title	Home/Mobile Phone Number	Work Phone Number
_____	_____	_____

What significant contributions do you feel you have made in an administrative position?

What important qualifications do you feel equip you to be successful as the superintendent of Rosemead School District?

Do you have a California General Administrative or Standard Administrative Credential?

- Yes       No

Do you object to the adviser contacting references other than those listed herein in your confidential papers?

- Yes       No

Have you ever been convicted of a misdemeanor or a felony?

- Yes (If yes, please explain)       No

- I certify that the information provided herein is true and complete to the best of my knowledge,
- I acknowledge that as an applicant for this position, I am aware that The Cosca Group will conduct a background search as a part of the process and give consent to said search.
- I understand that false or erroneous information may be grounds for immediate elimination as a candidate or termination of employment if I am hired.
- I understand that if I contact a member of the Rosemead School District Board of Trustees during the application and selection process, I will be disqualified.
- I certify that the information provided herein is true and complete to the best of my knowledge. I authorize the verification of all information provided.

---

Signature of Applicant

---

Date

Application Deadline: **October 4, 2024 at 5:00 p.m. PST**

Return completed application via email to:

[jshapiro516@gmail.com](mailto:jshapiro516@gmail.com)

For additional information, contact:

The Cosca Group

Mr. Joel Shapiro (626-497-5059) [jshapiro516@gmail.com](mailto:jshapiro516@gmail.com)

Mr. Nick Salerno (626-523-3041) [nicasio.salerno@yahoo.com](mailto:nicasio.salerno@yahoo.com)

Information is also available at [TheCoscaGroup.com](http://TheCoscaGroup.com)



Effective July 1, 2023

ROSEMEAD SCHOOL DISTRICT  
Certificated Management  
Salary Schedule X  
2023 - 2024

	Certificated Management	Work Days	STEP				
			1	2	3	4	5
112	Superintendent	245	243,133	247,994	253,053	258,113	263,272

A management employee who has completed 5 years in the district will be granted an annual anniversary increment of \$800 at the beginning of the 6th year

\$800

A management employee who has completed 10 years in the district will be granted an additional annual anniversary increment of \$800 at the beginning of the 11th year

\$1,600

A management employee who has completed 14 years in the district will be granted an additional annual anniversary increment of \$800 at the beginning of the 15th year

\$2,400

A management employee who has completed 16 years in the district will be granted an additional annual anniversary increment of \$800 at the beginning of the 17th year

\$3,200

A management employee who has completed 19 years in the district will be granted an additional annual anniversary increment of \$800 at the beginning of the 20th year

\$4,000

A management employee who has completed 22 years in the district will be granted an additional annual anniversary increment of \$800 at the beginning of the 23rd year

\$4,800

**Management employee will be eligible to receive a \$2,000 per year Doctorate stipend**

JF  
(6/24)