

## An Invitation to Apply



On behalf of the Governing Board of the Loleta Union School District, the Humboldt County Office of Education invites qualified applicants to apply for the position of District Superintendent/Principal. The Superintendent/Principal serves as the executive officer of the Board of Trustees and assumes overall leadership in students and personnel management, curriculum and instruction, community relations and finance and budgeting. The Superintendent/Principal will join a team of professional educators committed to an exemplary educational experience for all students.

## The Community & District

Located on the gentle slopes above the mouth of the Eel River, the community of Loleta lies in one of Humboldt County's most scenic areas. Originally called "Swauger's Station" after a pioneer rancher, the town took the name Loleta in 1898. This melodic, Spanish-sounding word is actually three words in the language of the Wiyot Indians: lo-le-tah, meaning "pleasant place at the end of the river." And as you'll see when you visit Loleta, the name is appropriate indeed.

Today the unincorporated town of Loleta is known for its outstanding dairy farms and livestock ranches. It is blessed with the most constant temperatures in the United States. At a mild year-round average of 60 degrees, Loleta offers an ideal climate for living.

Humboldt County is approximately 285 miles north of San Francisco and 85 miles south of the Oregon border. The community and the surroundings are known for hunting, fishing, beach combing, rock climbing, surfing, back packing and camping.



The Loleta Union School District is a K-8 single site district with a total enrollment of about 100 students. We have rich community partners that support various activities and traditions at the school. The district operates an after school program, a mobile medical clinic visits our school and the area hospital, St. Joseph, participates in community outreach activities.

The District is involved in and committed to participation in the Title I, II and III programs supporting Indian Education and English Language Learners. We are a member of the local SELPA offering a rich Special Education program, and we enjoy the diversity of cultures represented at our school. Loleta adopted the Positive Behavior Intervention and Supports

program and has successfully completed the fifth year under the program.

## Desired Qualifications

- Demonstrated success in staff development, student discipline and positive school climate which promotes academic excellence
- Knowledge of specialized programs that benefit the school and students such as Impact Aide Programs, Title VI, and Indian Education funding.
- Experience with implementation and development of Positive Behavioral Intervention and Support program or similar response to intervention behavioral programs.
- Demonstrates a high level of integrity with solid moral and ethical standards
- Demonstrates strong communication and interpersonal skills with staff, parents, the community, the Board of Trustees, and other educators
- Fosters academic excellence by being a mentor to staff and having the ability to motivate and inspire others



- Demonstrates a problem solving leadership style that encourages participation, respects diversity of opinion and promotes involvement of all segments of the school community
- Is willing to enter actively and visibly into the community as an advocate for students and their families



## Education & Experience

- Possess a California Administrative Credential
- Varied supervisory, administrative or team leadership experience desirable
- Minimum of five years education-related experience (K-8 level preferred), including work with special programs

## Salary & Fringe Benefits

- Not less than \$90,000 (negotiable)
- 220 days per year
- Family health, dental, and vision insurance.
- 1 paid professional association membership
- Multi-year contract negotiable.
- Effective date of employment will be July 1, 2022



## Application Procedure

The Board of Trustees encourages applications from within and outside the district and intends to give full consideration to each complete application.

*An application will be considered complete upon receipt of the following documents no later than May 2, 2022, at 4:00 p.m.*

- A letter of intent summarizing one's candidacy, qualifications, and interest in the position
- A professional resume
- A certificated management application form completed as instructed. Applications can be downloaded from the **Humboldt County Office of Education's** website at **hcoe.org** or contact the Personnel Department for application and assistance by calling (707) 445-7039.
- A minimum of 3-5 current letters of recommendation

*All application materials are to be sent to:*

### Jenny Bowen

Director of Personnel Services  
 Humboldt County Office of Education  
 901 Myrtle Avenue  
 Eureka, CA 95501  
[jbowen@hcoe.org](mailto:jbowen@hcoe.org)

## Selection Procedure

Applications received by May 2, 2022 will be screened, and the Board will select and interview the top candidates. The board may choose to make on-site visitations of the top candidates following the first round of personal interviews.

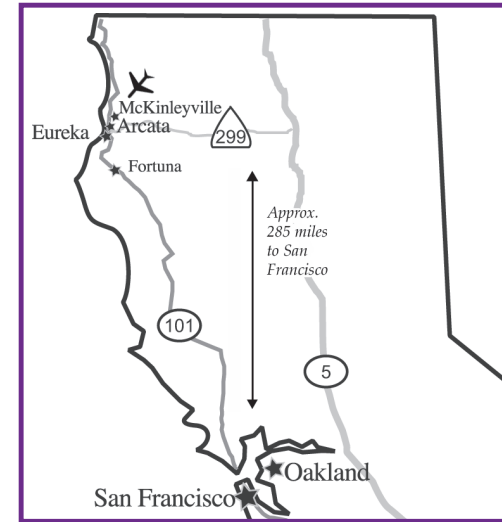
## Board of Education

Board Members	Term Expires
Brenda Juarez, President	2024
Charmin Bailey	2024
Christina Perez	2024
Glen Shewry	2024
John Simmons	2024

For additional information on **HUMBOLDT COUNTY**, please visit these websites:

**Loleta Union School District**  
[loletaschool.org](http://loletaschool.org)

**County of Humboldt**  
[humboldt.gov.org](http://humboldt.gov.org)



**Convention & Visitors Bureau**  
[www.visitredwoods.com](http://www.visitredwoods.com)

**Humboldt County Office of Education**  
[www.hcoe.org](http://www.hcoe.org)

**Cal Poly Humboldt**  
[www.humboldt.edu](http://www.humboldt.edu)

**College of the Redwoods**  
[www.redwoods.edu](http://www.redwoods.edu)



The Board of Trustees of  
**Loleta**  
 Union Elementary School District

Invites Applications for  
**District Superintendent/  
 Principal**

**DEADLINE:**  
**May 2, 2022**