



# OUR LADY OF GRACE CATHOLIC SCHOOL

Edina, Minnesota

[www.olgschool.net](http://www.olgschool.net)

START DATE – JULY 2022



## ABOUT OUR LADY OF GRACE CATHOLIC SCHOOL

Reverend Louis Forrey's vision to build a strong Catholic community of ministry and a K-8 school began with the founding of Our Lady of Grace Parish in 1946. Three years later, Our Lady of Grace Catholic School, staffed by the Sisters of Mercy, opened to 115 students on a 20 acre campus.

The parish and school community have been blessed with continued growth through the years since. Today, there are more than 2,570 parish families and over 670 students enrolled in OLG. The significant growth of the facilities has resulted in a corresponding growth in the faith formation and education programs. This Fall, OLG will open its impressive \$28M addition, a state-of-the-art Activity Center, which includes a performing arts stage, new full-size gym, lobby reception area, innovative learning spaces and classrooms, new cafeteria, professional grade kitchen, and the highly-anticipated preschool program for 120 Little Saints and Young Scholars.

Over the years, OLG has been honored with awards from the National Catholic Educational Association, Today's Catholic Teacher magazine, Apple Computer, and multiple trophies for athletics and activities. Beyond a strong emphasis on Catholic faith formation, OLG has a long and solid tradition of high expectations for teaching and learning. The school is most honored to have been awarded three National Blue Ribbon School of Excellence Awards by the U.S. Department of Education (2001, 2009, 2019) making OLG the **only** K-8 private school in Minnesota to earn three Blue Ribbon Awards.

## FAST FACTS



**672**

Current K-8 enrollment  
(800 Projected in Fall 2022)



**120**

Little Saints and Young Scholars  
arriving this Fall to open OLG's  
new Early Learning Center



**2,800+**

Middle school service-hours

## MISSION, PHILOSOPHY, AND VALUES

### *Pre-School Mission Statement and Philosophy*

At Our Lady of Grace Catholic Preschool, we proclaim and celebrate God's love through prayer and engaging learning opportunities, while we discover friendships and the joy of learning about the world around us. We believe that children should be given opportunities to explore their Catholic faith and expand their knowledge by helping to guide them in making choices that embrace their need to be social, active, engaged, and creative while exploring, experimenting, imagining, and embracing the world around them.

### *Elementary and Middle School Mission Statement*

Our Lady of Grace Catholic School is a Catholic community of parents, educators, and students whose greatest commitment is to promote spiritual and academic growth. Our strong commitment to our Catholic faith reflects our commitment to academic excellence and our mission to educate the whole child in the Light of Christ. We live our Catholic faith as a joy-filled adventure to make Jesus Christ known and loved in all that we do at Our Lady of Grace. As members of God's faith community, we proclaim and celebrate God's love. As parents, we acknowledge our role as teachers of our children. As educators, we center our teaching on Gospel values, assess the individual needs of each child and encourage the pursuit of academic excellence. As students, we accept the responsibility to learn to our greatest potential and to be life-long learners. This growth occurs within a mutually supportive and collaborative environment that fosters in each of us a love for God, love for one another, and a desire to serve the greater community.

### *Elementary School and Middle School Philosophy*

As a Christ-centered, Catholic community of parents, students, and faculty, we gather in faith to proclaim and teach the beliefs of our Church. Together we celebrate God's love through worship, reflection, and response to God's word through service. As a learning community, we share our talents to help each other succeed both within our community and universal community. We have a close relationship and deep commitment to foster our love of service to others through our dedication and support of our sister schools, John Paul II in Minneapolis and Our Lady of Grace High School in Ghana. We strive for academic excellence with stellar faculty and cutting-edge technology for all students. By working to maximize the gifts of all, we recognize and respond to the call to work for the common good. As a community seeking to serve all, we welcome and discern the gifts and needs of each parent, student, and faculty member. With Jesus as our role model, we promote growth, both spiritual and academic, with attention to the individual.

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## **Values**

- Making Jesus Christ Known and Loved
- A Community That Worships God
- Celebrate Our Catholic Faith
- Love Through Service
- Enhance Education Through Student Enrichment
- Continuously Evaluate Programs
- Provide a Diverse Learning Environment
- Strive for Academic Excellence
- Community Building Events
- Connected Community
- Value Spiritual Growth

## **Advancing Our Mission**

The \$28.5 million Advancing Our Mission Capital Campaign provides for improvements at both the parish and the school. Project objectives included:

- Building a parish life center - opening this Fall
- Building a new gymnasium and performing arts stage - opening this Fall
- Building an early childhood development center - opening this Fall
- Building a new priests' residence - complete
- Building innovative learning spaces and additional classrooms - opening this Fall
- Building a new cafeteria and a professional grade kitchen - opening this Fall
- Making other key updates to our parish and school campus

## **ACADEMIC PROGRAM**

### ***Pre-School — Unique by Design***

- Built on Catholic faith and Christian values
- High-Flyer 5's program for those not yet ready for kindergarten
- Special classes (PE, Music, Art, Spanish, Library) as part of the day
- Teaching the Whole Child with the spiritual parts of the day
- SMART programming



## FAST FACTS



**\$400k+**

School-based fundraising  
and giving



**\$5M**

Annual operating budget



**90%**

Faculty with advanced degree



- Weekly centers and various special units during the year
- More than sensory tables to engage the mind and tinge the senses
- Dramatic play
- Indoor and outdoor large motor spaces
- Cooking opportunities in the classrooms
- Field trips and special events

### ***Elementary School***

A student's journey from learning to reading to preparing for young adulthood, and the approach to teaching the curriculum evolves through the years to reflect a child's developmental needs. OLG follows Archdiocesan, state, and national standards to guide development of the curriculum.

Our Lady of Grace Catholic School provides students with an outstanding academic program. Students bring diverse needs into classrooms and OLG holds steadfast to high expectations and standards for all. Teachers, with the help of teaching assistants, use differentiated instruction to individualize learning. Curriculum is enhanced with a variety of special classes and programs such as Spanish, technology, music and theater, and an expansive playground for all ages.

K-5 students enjoy 1:1 access to mobile computer carts and iPads in the classroom. Each elementary classroom is also equipped with a SMART Board™, enabling teachers to bring lessons to life electronically every day.

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## ***Middle School***

Students increase their academic competency and confidence, with increasing accountability, in preparation for the challenges of rigorous high schools. OLG's challenging middle school curriculum provides ample opportunity for growth in the areas of faith, academic, social, and emotional development. OLG develops strong students who are ready to enter high schools where they rise to leadership positions within academic, athletic, STEM, and other clubs throughout the various high schools. The curriculum follows the Archdiocesan, state, and national standards.

Each Middle School student has a dedicated MacBook Air laptop computer for use at home and school placing innovative educational opportunities at their fingertips. With laptops fully integrated into the curriculum, students not only learn advanced technology skills, but also responsibility in managing these valuable tools.

SMART Boards™ in every middle school classroom further integrate teaching, technology, and curriculum, creating one of the most technologically advanced schools in the state.

Finally, students learn coding and as they advance grade levels and are afforded opportunities to work with drones, Lego robots, and 3-D printers.

## ***Learning Specialists***

Our Lady of Grace offers on-site resource teachers to support students with accommodation plans and ISP's. Specialists:

- Serve as the liaison to Edina's special education resources for students on Individualized Service Plans (ISP's)
- Coordinate support for students who qualify for accommodation plans in



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- the classroom and on standardized tests
  - Monitor adherence to IEP and 504 Plans
  - Lead staff development in learning disabilities
  - Help teachers with specific classroom strategies
  - Collaborate and communicate with each student's team of parent/teacher/student to build success both socially and academically



MOTTO

***Faith, Hope,  
& Love***

### ***Reading Specialist and Coach***

OLG partners with Catholic Schools Center of Excellence (CSCOE). We call it ***Believe and Read***. This is a three-year program that transforms literacy instruction through outstanding professional development and teacher coaching. ***Believe and Read*** helps ALL students to the next level, supporting both struggling readers and highfliers.

### ***Guidance and Counseling Services***

OLG has partnered with Phoenix School Counseling for more than 20 years providing support to families whose children demonstrate social, emotional, behavioral, and learning needs. Counselors support students and families through direct service, consultation, and assessment. Campus-wide lectures are scheduled throughout the school year for information gathering and current updates on data and research to support all learners.



## FAST FACTS



**20+**

Campus acres



**\$28.5M**

*Advancing our Mission Capital Campaign nearing completion*



**3**

National Blue Ribbon School of Excellence Awards



## EXTENDED CARE

The daily Extended Care Program offers opportunities before and after school for intellectual, physical, and social development in a caring, fun, Catholic atmosphere. Students are offered a variety of supervised activities including art, board games, free time, reading, computer, and athletic games. This is a unique and nurturing program built on a foundation to support families before and after school.

## SPIRITUALITY, COMMUNITY SERVICE, AND THE UPPER ROOM

Our Lady of Grace Catholic School is a strong Catholic community deeply committed to the spiritual growth of students and staff. Students are engaged in their faith in the Catholic Church spiritually in ways that are challenging, instructive, and relevant. This includes:

- Discipleship Groups
- NET Retreat
- Living Stations
- Cantors and Readers
- Reconciliation
- Student-led Weekly Masses
- Daily Prayer
- Rosary
- Adoration
- Altar Serving
- Peer Ministry
- Service through Sharing and Caring Hands and St Vincent de Paul Charities

Our Lady of Grace Catholic School exemplifies the importance of living the message of Jesus Christ by serving those in need. Students participate in a variety of Christian service and social justice opportunities. Students and staff support and volunteer for projects that support both parish and school initiatives.

Middle School students contribute community service hours each trimester as a requirement of their religion classes. Weekly, a group of 6-8 Middle School students have the opportunity to help serve lunch at Sharing & Caring Hands.

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The Middle School Service Club (MSSC) is designed to introduce students to explore how they can follow in Jesus' footsteps as servant leaders. Through MSSC, students are asked to volunteer in support of a minimum number of service events. The MSSC is highly attended, and the students enjoy working together to help those in need.

### ***The Upper Room***

The Upper Room is designed for middle school students to deepen their knowledge and love of Jesus Christ. Meeting once each week, it is meant to complement the religion curriculum, offering students a unique experience of faith. Through discussions, games, and other creative activities, they are challenged to apply the Church's teachings to their everyday lives. We are blessed to have several Pro Ecclesia Sancta Sisters who serve, teach, and support the OLG community.

### **THE ARTS, ATHLETICS, AND ACTIVITIES**

Beyond participation in music and art classes as part of the core curriculum, OLG students have the opportunity for significant involvement in the arts, including choir, band, and theater.





OLG Saints teams participate in a variety of sport offerings. The school competes against other schools in the area who are part of the South Side

Youth Organization (SSYO). Sports include soccer, volleyball, basketball, softball, and baseball. Skill-building and sportsmanship are the foundations of the program.

OLG students have opportunities to participate in a number of activities and clubs in an environment that allows them to explore their interests in an atmosphere of fun and friendship. Activities include:



- Scouts (K-8)
- Destination Imagination (K-8)
- Snowbusters Ski Club (3-8)
- Robotics
- Run Club
- Continental Math (3-4)
- Math Masters (5-6)
- Math League (7-8)
- Student Council (6-8)
- Middle School Service Club (6-8)
- Altar Serving
- Read-a-Thon
- Bravo Music Program
- History Day
- Science Fair
- Chess Club

## OUR LADY OF GRACE ACADEMY

Our Lady of Grace Academy is designed to combine the love of learning, faith, and fun! Summer classes, small groups, and 1:1 tutoring are included. The Academy is open to all students entering kindergarten-9th grade throughout the greater Twin Cities area, whether or not they attend OLG.

## TRANSITION TO A NEW LEADERSHIP MODEL

As the parish community's \$28.5M Advancing our Mission capital campaign nears completion, and with the opening of OLG's impressive Activity Center including a new gymnasium, 300-person cafeteria, a professional grade kitchen, new innovative learning spaces, new performing arts stage, Middle School classroom space, and an Early Learning Center for its new Preschool, the need to be bold and visionary continues.

In collaboration with school and parish leaders, OLG's visionary Pastor Father Kevin Finnegan discerned the school's current leadership model in an effort to define the best organizational structure for OLG's exciting future. The result identified this new relationship-driven and collaborative model for school leadership, affording the school community a unique opportunity to expand the breadth and depth of expertise at the highest level of the organization in support of the 800+ students and young learners arriving in September 2022.

## FAST FACTS



**\$175k+**

Annual financial aid awarded



**129**

Parish baptisms



**\$4.6m**

School endowment fund

Under this new leadership structure, leadership functions are aligned around two distinct facets of school life: institutional capacity (Head of School) and instructional leadership (lower school principal PreK-5th and middle school principal 6th-8th), with the instructional leaders reporting to the Head of School. The Head of School and Principals have autonomous responsibilities based on the scope of their respective roles while sharing the responsibility for the Catholic identity of the school.

In order to assure dedication to the teachings of the Catholic Church and OLG's mission of making Jesus Christ known and loved, to promote unity within and among all the areas of the school, and to facilitate clear and consistent communications, this new leadership team will espouse a team model of administrative leadership in a highly collaborative and positive environment.

Supporting this collaborative team are shared parish leaders in advancement, business management, enrollment management, facility maintenance, human resources, marketing and communications.

### OVERVIEW OF POSITION RESPONSIBILITIES

With this transition, the Head of School will bear responsibilities for all facets of school operations and external relationships while serving as the public face of the school community. The Principals and Preschool Director will be responsible for the educational aspects and internal relationships while serving as the chief academic officers of their divisions. The Head of School and senior leadership team will share responsibility for the Catholic identity of the school. The Head of School is appointed by, reports to, and is evaluated by the Pastor of the parish.

The Head of School is the chief administrator, role model that exemplifies our Catholic faith, and leader of the school community and, with the support of the School leadership team, bears the responsibility for the school's academic quality, operations and policies, consistent with its mission and vision. The Head of School is primarily responsible for ensuring sufficient resources, sound fiscal management, and long-term financial stability of the school through direct oversight of advancement, enrollment management, business affairs, budget, and facilities.

The Head of School works most closely with the Pastor, Principals, and School Advisory Council, and represents the school before the local community as its visible and engaging public face, providing leadership regarding the purposes, values, and goals of the school. In collaboration with the Pastor and the School Advisory Council, the Head of School will be responsible for strategic planning.

## FAST FACTS



**30+**

Performed at the parish  
each year



**\$1M+**

OLG support shared with other organizations including John Paul II School in NE Minneapolis and its Ghana sister relationship.



Meanwhile, the Lower and Middle School Principals and Preschool Director will serve as the instructional leaders for their respective domains and ensure a high-quality student and young learner experience through the effective functioning of the school's operations. Each are responsible for building instructional leadership through academic and student life program development and innovation, as well as the coaching, development, recruitment, and retention of outstanding faculty talent. Each are accountable to the Head of School for determining and resourcing the academic priorities of the school as well as ensuring the high quality of its educational programs within the framework of making Jesus Christ known and loved.

### EXPECTED QUALITIES AND CHARACTERISTICS

The successful candidate will be a practicing Roman Catholic in communion with the Church, possessing proven leadership abilities and genuine interest in and excitement for advancing the mission of Catholic education and making Jesus Christ known and loved. In addition, candidates are expected to possess many of the following qualities and characteristics:

- Enthusiastic practicing Roman Catholic in communion with the Church who is a Christ-centered servant leader that embraces, models, and champions the traditions and values of Catholic education.



- Inspirational leader who comprehends the value of this vibrant, Christ-centered, Catholic school and parish community imbued by its mission to teach, live, and learn in the light of Jesus Christ.
- Advanced degree in educational field with a full understanding of the challenges and opportunities facing Catholic education, plus five or more years of classroom teaching experience required. Principal experience in a PreK-8 Catholic school environment along with recognized principal license or certificate preferred but not required.
- Accomplished, passionate, and inclusive leader, with the ability to lead an extensive, innovative, and robust curriculum that ensures success for all students, based on high standards of excellence.
- Exceptional communication skills (written and verbal), interpersonal, and conflict resolution skills that will foster positive team building within the staff, teachers, parents, and/or volunteers. This individual will need to be comfortable working across multiple mediums.
- Strong public speaking skills while serving as the highly visible public face of the school community in building constructive relationships with all stakeholders that inspire crucial support in its marketing, enrollment management, and fundraising initiatives.
- Decisive executive management skills exemplified by a record of making difficult decisions in an environment with competing demands and limited resources.
- Hands-on management experience that demonstrates vision and courage and the ability to communicate and lead effective change.
- Accessible and approachable leadership style with a reputation for being extremely visible and interactive on campus and at school events and

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relating to the students, parents, faculty, staff, and parishioners with energy, enthusiasm, and warmth.

- Demonstrates an understanding of the conditions for establishing a positive climate and culture for parents and teachers to partner effectively in the enterprise of forming the young people in the school community.
- Proven experience bringing together diverse constituents and stakeholders using collaboration and consensus building skills, as well as a history of working with, faculty, staff, students, alumni, and the parish community.
- Skilled at identifying, attracting, developing, and retaining high-quality mission-driven professionals with a commitment and passion for delivering a transformational Catholic educational experience.
- Balanced approach of inspiration and discipline, vision and practicality, and sense of urgency combined with patience.
- Fair, personable, and compassionate leader who embraces collaboration while leading with enthusiasm and missionary zeal.
- Executive presence which inspires confidence, passion, and persistence among all stakeholders during this leadership transition.

## **ABOUT THE AREA**

Situated immediately southwest of Minneapolis in Hennepin County, Edina has a population of 53,494. It is a first-ring suburb known for its shopping and dining, its parks and recreational facilities and the excellent quality of life for residents.

Edina is just a few minutes' drive from downtown Minneapolis and easily reachable from multiple highways and freeways. The City is conveniently divided into four sections by Minnesota State Highways 62 and 100.

As a first-ring suburb of Minneapolis, Edina is just minutes from Minneapolis – Saint Paul International Airport, Mall of America, and downtown. From golfing and paddleboats to hockey and skating, from art fairs and biking trails to farmers markets and fall fashion, every season brings something new to explore in Edina.

Edina serves as headquarters for several large companies including UnitedHealthcare, Jerry's Foods, Lund Food Holdings, Edina Realty, Regis Corporation, Dairy Queen, and Orange Julius. The Minnesota State University, Mankato satellite campus also resides in Edina.

From a wider perspective, the greater "Twin Cities" region serves as a regional center for the upper Midwest and northern Great Plains. With a current population of nearly 3,000,000 people, this fully cosmopolitan area is a balanced industrial, commercial, educational, and cultural center, and

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functions much as one city.

The area is one of the most economically diverse in the country, serving as headquarters to large firms in agriculture, food, banking, technology, retailing, healthcare, and transportation. A few of the well-known companies include General Mills, 3M, US Bancorp, and retailers Target and Best Buy. Job growth is still fairly modest, but overall, the Twin Cities have a strong and prosperous feel.

## **APPLICATION PROCEDURE**

- To apply, please submit the following four documents, confidentially, and as separate PDF attachments.
  - » Letter of Interest that aligns your experiences and skill sets with the current needs of the school as you understand them.
  - » Statement of Catholic educational philosophy.
  - » Statement of Catholic educational leadership philosophy.
  - » List of five references with names, relationships, phone numbers, and email addresses. No references will be contacted without your knowledge and approval.
- Please include Our Lady of Grace in the subject field.



***Assemble all of the application materials in one email to:***

Michael Furey, Partner  
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Partners in Mission School Leadership Search Solutions is the retained search division of Partners in Mission, the nation's leading full-service consulting firm focused exclusively on developing excellence in Catholic school advancement and leadership. As partners among ourselves and with our clients' missions, we value, understand, and embrace the importance of Catholic education in our personal and professional lives — and remain committed to ensuring its strength and vitality for years to come. Engaged by religious and school communities, boards and dioceses, our team of dedicated search consultants have identified and secured mission-driven professionals to serve in a myriad of diverse Catholic school and diocesan leadership positions from Massachusetts to Hawaii.

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