



**Saint Agnes School**  
**Arlington Catholic**  
**High School**



# President

SEARCH PROSPECTUS



# ARLINGTON CATHOLIC HIGH SCHOOL/ST. AGNES SCHOOL

ARLINGTON, MASSACHUSETTS

[www.achssas.org](http://www.achssas.org)

START DATE – SUMMER 2023

Partners in Mission School Leadership Search Solutions, LLC



## ABOUT

### *History*

Saint Agnes School was established in 1888 and is rich in history and tradition. For over 125 years, the school has committed to teaching the Gospel message of Christ; to building a community of faculty, staff and students that is characterized by sharing, educating and believing, and to serving through prayer, worship and social action.

Arlington Catholic High School was founded in 1960 under the direction of Monsignor Oscar O’Gorman. It was built by the parishioners of St. Agnes Parish in Arlington, and originally staffed by the congregation of the Sisters of St. Joseph. Since its inaugural class of 1964, Arlington Catholic has graduated over 9,000 students. AC alumni share the common experience of excellent preparation for study beyond high school and for making a difference in the world. This tradition remains strong today.

In 2017, Saint Agnes School and Arlington Catholic High School joined forces to take two strong schools and make one stronger school with a continuous, unified program for students in Pre-K through Grade 12.

In 2020, the school-initiated a, programmatic commitment to cultivating diversity, inclusion, and belonging for all. The Coordinator of Diversity, Equity, and Inclusion work to empower others within the Arlington Catholic community to prioritize this extended mission as a key practice in their classrooms, on the field, the stage, and in all areas of school life.

## FAST FACTS

# AP

## 23

AP courses



## 47

Cities and towns represented  
(Arlington Catholic)



## 23

Cities and towns  
represented (St. Agnes)

In 2021, Saint Agnes and Arlington Catholic High School welcomed the Early Learning Center to offer care for infants and toddlers. This care completes the strong continuous program offered for children from infant age through Grade 12.

There are currently over 700 students at the school, coming from more than 47 cities and towns representing more than 50 parishes in the archdiocese, as well as 8 countries. 100% of students who apply to post-secondary programs are accepted and pursue higher education at prestigious Catholic and Ivy League colleges including Boston College, Columbia University, Fordham University, Providence College, St. John's University, Salve Regina University, University of Notre Dame, and Case Western Reserve University.

### ***Mission Statement***

Arlington Catholic / Saint Agnes School fosters strong individual academic achievement and character development, centered on our Catholic faith. Our co-educational Pre-K through Grade 12 school nurtures a community of critical thinkers dedicated to integrity, service, and living the Gospel message of Christ in the twenty-first century.

### ***Governance Structure***

There is a seven-member Advisory Board that supports the Pastor and President.

## **FAITH LIFE**

Campus Ministry at Arlington Catholic High School is an integral part of school life. The Campus Ministry program focuses on the spiritual development of each student offering challenging and unique opportunities through which students, faculty, and staff can deepen their understanding and experience of themselves as human persons and their faith as Christians.

Campus Ministry activities are designed to promote prayer, both personal and communal, and individual reflection.

In keeping with the mission as a Catholic school and to living out Core Values, students are required to complete community service hours each year. As part of their Theology course, students are required to reflect on their service from a Christian perspective.

The retreat program at Arlington Catholic seeks to align itself with both Campus Ministry and the Theology Department in an attempt to engage the mind, body, and soul of the students and faculty. In this way, the retreat program becomes a part of a larger transformative experience.

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## ACADEMIC PROGRAM



### ***Arlington Catholic High School***

AC is committed to small class sizes to personalize learning and increase the connections teachers have with their students. A 1:11 teacher: student ratio makes the goal of class sizes of 19 or less attainable in 90% of course sections. The school employs four counselors to work with students and their families.

Arlington Catholic offers STREAM. Students can experience a wide variety of related courses, in all grades and at a variety of academic levels, from college prep through Advanced Placement.

Beginning in the ninth grade hands-on and experiential learning is integral to instruction, there is no need to go to Biogen or Genzyme to learn about PCR, DNA gel electrophoresis, and proteomics. AC has the equipment that their labs offer to students.

The Arlington Catholic Achievement Center empowers students by providing the skills, resources, and structure for them to achieve academic success. Guided by a learning specialist and using individualized and small group work, the focus is on study skills and executive functioning allowing students to become more effective and efficient learners. Additional focus is directed to working collaboratively with students to develop strategies for learning, studying and test-taking. Additionally, the center offers a range of meaningful enrichment programs and workshops to engage and benefit all students.



## FAST FACTS



**90%**

Retention Rate from St. Agnes  
to Arlington Catholic



**100%**

College Acceptance Rate



**9,000+**

Arlington Catholic Alumni



### ***St. Agnes School***

Saint Agnes School strives to follow the Academic Benchmarks set by the Archdiocese of Boston (RCAB) across all aspects of the curriculum.

The Middle School comprises Grades 6 through 8. The curriculum is designed to form the whole child- academically, spiritually, and socially and is based on Massachusetts State Frameworks and aligned with Academic Benchmarks of the Archdiocese of Boston. Students study traditional subjects, including Catholic religion, and enjoy electives in Art, Drama, Health & Wellness, Physical Education, and STEM. Class sizes of approximately 20 students personalize learning and offer each student a supportive environment. All faculty members are available to provide extra help and support. The Middle School faculty participates frequently in professional development to ensure that all students are receiving the best education experience possible. There is a full-time a full-time guidance counselor for the Middle School.

The Lower School comprises Grades K-0 through 5. This includes 3-year-old, pre-kindergarten, and kindergarten programs. As part of an enhanced curriculum, students have classes with a specialist subject at least once per day. The school chaplain visits the Lower School grades frequently to help foster the spiritual formation and participation in the Catholic faith. The school employs a full-time guidance counselor for the Lower School. St. Agnes School incorporates all the components of a STREAM curriculum (Science, Technology, Religion, Engineering, Arts, and Mathematics) through a variety of curricular and extra-curricular activities.

Additionally, Saint Agnes School incorporates a Learning Center to empower students by providing the skills, resources, and structures for them to

## FAST FACTS



**90%**

Students Involved in at Least  
One Activity



**\$500k**

Advancement Dollars Raised  
2021-'22



**15**

Average Class Size (AC)

achieve academic success. The Learning Center is run by a full-time special educator, who provides direct instruction to students on Individualized Education Programs (IEPs), as well as assists teachers with providing accommodations in the classroom for students on IEPs and 504 plans. The Learning Center also helps classroom teachers and parents of students who need additional support and are not on IEPs or 504 plans. Finally, the Learning Center serves as a liaison with the local public school systems when navigating the evaluation process.

## ATHLETICS

Arlington Catholic has a long tradition of strong athletic teams and sports accomplishments. The school offers 24 sports to students in grades 7-12. Greater than the many awards and championships, the greatest accomplishments are creating the next generation of gentlemen and lady athletes. While teams play in a competitive environment, participation and good sportsmanship is what Arlington Catholic values most.

There are numerous opportunities for student-athletes at all levels, with coaches that will teach the fundamentals and skills of the games, as well as be good role models after the competition is over.

Saint Agnes Middle School students have opportunities to participate in athletics both at Arlington Catholic High School and Fidelity House.

At AC, Saint Agnes students in grades 7 and 8 can try out for and participate in football, cross-country, cheerleading, soccer, volleyball, golf, basketball, ice hockey, track, swimming, baseball, tennis, softball, and lacrosse.

At Fidelity House - a community center sponsored by Saint Agnes Parish,



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Saint Agnes students have the opportunity to play girls' and boys' basketball on the Crusaders and Trojans teams during the winter. Cheerleading is also available.

Students in Lower School and Middle School can participate in two sports-oriented clubs during the school year – ski club is offered during the Winter season, and golf club is offered during the Spring season.



## CLUBS AND ACTIVITIES

Student Involvement in extracurricular activities is an exciting and worthwhile part of the school experience. Students not only are encouraged to hone existing skills, but also develop new interests in various clubs and service opportunities. For example, Humanitarian Club members work with homeless shelters to gain an understanding and compassion for some of life's more difficult situations.

In the Lower School, students can participate in Band, which is run by Paul Effman Music. Additionally, students in grades 3-5 can participate in the Junior Drama Club, which includes the Saint Agnes Drama Club Christmas Show, as well as a small-scale spring performance.

Middle school students can participate in Art Club, Band, Chess Club, Drama Club, Financial Literacy Club, Improv Club, Newspaper, Quiz Bowl, Saint Agnes Singers (choir), Student Council, and Yearbook.

High School students can participate in Adventure Club, Drama Club, Arlington Youth Health and Safety Coalition, Liturgical Choir, Math Team, Model United Nations Club, National History Day, Photography Club, Ping Pong Club, Students Against Destructive Decisions, Science Team, Student Council, Chess Team, Climate Awareness Club, and the AC Art Council.

MOTTO

***“Act Justly,  
Love  
Tenderly,  
Walk Humbly  
with God.”***

MICAH



## FAST FACTS



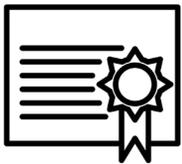
**17**

Average Class Size (St. Agnes)



**43**

Sports Teams Offered at AC



**80%**

Faculty with Advanced Degrees



## THE POSITION

It's an exciting time at greater Boston's only parochial PreK-12 school community as it transitions to the popular President-Principal model. In this increasingly popular structure, the Principal reports to the President and serves as the day-to-day leader of academic operations including all aspects of the student experience – from the classroom to the playing fields, to faith formation, and extracurricular programming. The Office of the President has as its primary purpose to provide broad leadership for the Arlington Catholic school community to achieve the fullest realization of its Catholic mission. The President, in collaboration with the Principal and respective division leaders, is equally responsible for the successful overall operation of the school through effective delegation of responsibilities to the administrative team, faculty, and staff.

The President is appointed by and reports directly to the Pastor of Saint Agnes Parish. In conjunction with the Pastor, the President serves as the chief advancement and strategic officer while leading constituents and stakeholders in implementing the Pastor's vision for the school. In doing so, the President serves as a public face of the AC community and is directly responsible for its external affairs, for ensuring sufficient resources, sound fiscal management, and its financial stability through direct oversight of the business operations. The President is supported by a highly skilled senior leadership team and will play an active role in overseeing the school's alumni and community relations, advancement initiatives, enrollment management activities, and facilities and infrastructure needs.

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## THE CANDIDATE

The ideal candidate will have significant executive leadership experience, expertise in financial and business management, possess exemplary communication and relationship building, and be skilled at engaging and inspiring constituents and stakeholders to further support its mission. He or she must be experienced with strategic planning and have the requisite executive-level experience to lead a multi-division school community. With a visible presence inside and outside of the school community, the President will be the catalyst in advancing the strategic marketing, growth, and advancement initiatives of this distinguished and long-respected Catholic school community.

While the President must have a demonstrated capacity for broad institutional leadership, candidates could have attained this experience through various career paths, including primary, secondary, or higher education, non-profit management, or work in the corporate or public sector. Regardless of the career path, the successful candidate will have expert a proven record of building upon a strong community culture and identifying, cultivating, and developing strategic partnerships to ensure continued accessibility, success, and sustainability.

Applicants are expected to be faith-filled practicing Catholics in good standing with the Church and possess an advanced degree in a business, education, or related field. Salary and benefits are competitive with the local Catholic education market and commensurate with experience.





## DESIRED QUALITIES AND CHARACTERISTICS

We seek candidates who are mission-driven leaders with a demonstrated capacity to think strategically while inspiring and motivating teachers, students, parents, alumni, and stakeholders to advance the schools' unified vision of excellence based on its common beliefs and mission. Candidates must be actively practicing their Catholic faith and be in good standing with the Church.

The President of Arlington Catholic High School-St. Agnes School is also expected to exhibit many of the following qualifications:

- Faith-filled and Christ-centered servant leader who embraces, models, and champions the traditions, values and social teachings of this vibrant PreK-12 Catholic school and parish community.
- Advanced degree in an education or business-related field with a full understanding of the challenges and opportunities facing Catholic education.
- Proven capacity in leading critical functions of budget and financial management, institutional growth and development, and high-level fundraising and philanthropic efforts.
- Career experience which complements the school's tradition of excellent academics, strong spiritual formation, competitive athletic, artistic, and educational extracurricular pursuits, focus on service to the community, and the importance of faith and family.
- Proven leadership skills and capacity in serving as the culture-builder of this multi-campus school community. Experience in a President-Principal model is a plus.
- Executive presence which inspires confidence and passion among all stakeholders.
- Accomplished visionary able to lead this Catholic school community while ensuring success for all students, based on standards of excellence.
- Exceptional communication skills while serving as the public face of the school community in building constructive relationships with all stakeholders that inspires crucial support in its fundraising and enrollment management initiatives.
- Accessible and approachable leadership style, with the capacity to relate to all internal and external constituents and at school-sponsored events - locally and beyond.
- Well-versed in creating the conditions for market leadership in a highly competitive private school environment. Familiarity with the greater Boston market is a plus.
- Inspirational, humble, and authentic mentor who fosters leadership in others.

## FAST FACTS



5

Drama Club Performances  
Annually (AC and St. Agnes)



100%

Faculty and Staff Support  
AC's Annual Fund

- Must be able to establish immediate rapport and trust with learning, parent, alumni, and civic communities.
- Skilled at identifying, attracting, developing, and retaining high-quality and mission-driven professionals with a commitment and passion for delivering a transformational Catholic educational experience.
- Fair, fun, and compassionate executive who embraces collaboration while leading with missionary zeal.

## ABOUT THE AREA

The town of Arlington, located just six miles northwest of Boston, was founded over 350 years ago and remains proud of its history, even as it has grown into a thoroughly modern community. The birthplace of Uncle Sam, the location of the first public children's library, and the site of most of the fighting when the British marched through it returning from the Old North Bridge at the start of the Revolutionary War, Arlington has preserved many of its historical buildings and even recreated its town common. Once a thriving agriculture and mill town, Arlington's excellent access to metropolitan Boston has made it a very desirable place to live for nearly 50,000 residents.

## 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 schools as you understand them.
  - » Statement of Catholic educational or leadership philosophy.
  - » Current resume with all appropriate dates included.
  - » List of five references with names, relationships, phone numbers and email addresses. No references will be contacted without your knowledge and approval.
- Please include Arlington Catholic in the subject field.



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

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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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