



Saint Saviour
Catholic Academy

Head of School

SEARCH PROSPECTUS



SAINT SAVIOUR CATHOLIC ACADEMY

BROOKLYN, NEW YORK

saintsaviourcatholicacademy.org

START DATE – JULY 2024

Partners in Mission School Leadership Search Solutions, LLC



MISSION

Saint Saviour Catholic Academy (SSCA) prepares students from Nursery to Grade 8 for higher education. In accordance with Catholic values, the school educates students in mind, body and spirit. Within a culturally diverse community, SSCA creates an environment where each child discovers a unique enthusiasm for learning, academic excellence, and social responsibility to reach his or her highest potential.

MOTTO

“Small school, big heart” are the words Saint Saviour Catholic Academy uses to capture its special culture and spirit. Indeed, Saint Saviour is a unicorn of a Catholic elementary school: small by design in its intimate, three-story brick home; progressive, responsive, and advanced in its curriculum and instructional approach; and, inclusive and welcoming to students and families of diverse backgrounds and faiths.

PHILOSOPHY OF EDUCATION

Saint Saviour Catholic Academy subscribes to the following tenets:

- Welcome and support diversity of ethnicity/race, religion, socioeconomic background, and/or learning style.
- Educate children in a nurturing and supportive environment paired with the spiritual teachings of Catholicism.
- Present Catholic faith and service in an age-appropriate manner, encouraging our students the opportunity to put the teachings of Jesus into action by giving and caring for others.

FAST FACTS



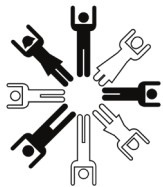
315

students



32

zip codes represented (all five boroughs and New Jersey)



46%

students of color

- Follow the Responsive Classroom approach. If students feel safe and comfortable in their classroom community, they will be willing to take risks, share ideas with one another, and be more successful learners.
- Adhere to the New York State Next Generation Learning Standards to meet each grade level's learning goals.
- Differentiate instruction to meet the needs of each individual student's learning style in order to maximize his/her education.
- Integrate lessons across subject areas to real world experiences in order to engage and enhance student learning.
- Utilize a variety of collaborative grouping strategies whereby students work together to find solutions and better understand material.

HISTORY

- **July 1908:** Ground is broken for the 6th Street school in Park Slope. The site would become a four-story building with a capacity of 1,200 students, which was erected at a cost of \$85,000.
- **September 1909:** School opened with 124 pupils and was taken charge by the School Sisters of Notre Dame with Sister Marty Petra as Superior. Over the years the school continues to grow and becomes overcrowded, especially with the addition of high school.
- **April 1912:** Cornerstone is laid for the upper church. The church we know today would be dedicated in late September 1918.
- **May 1956:** Ground is broken for the 7th Street school. Completed in 1957, the site would become the three-story building our Academy is housed in today. Over the years the elementary students are moved to the 7th Street school, and the 6th Street school becomes Saint Saviour High School, a college preparatory school for young women.
- **September 2012:** Saint Saviour Elementary School moves to an academy model governed by a Board of Trustees and is renamed Saint Saviour Catholic Academy.
- **September 2023:** The capital campaign for a roof-top playground goes public with over \$1.8M raised for the project.

THE ACADEMIC PROGRAM

SSCA offers a challenging academic program which has yielded strong outcomes on norm-referenced testing. Largely outpacing their peers at area schools, the students at Saint Savior experience a holistic curriculum which prepares their graduates to place at some of the pre-eminent private and public high schools in New York City.

Small class sizes allow for personalized learning. A variety of co-curricular and extra-curricular activities inform a strong, whole-child development approach. Of particular note is SSCA's emphasis on the instrumental and

vocal arts. The Young Composer Initiative is anchored in the belief that every student has the right to be musically literate. SSCA believes that music literacy is like language literacy—there is a natural progression from hearing to singing to reading and then writing. The YCI program combines live music-making in class with a progressive, technology-based composition curriculum. Highlights of the program are the annual concerts where all fifth and sixth grade students have their pieces played by a professional chamber ensemble. All seventh grade students refine their composition skills and develop digital mixing and editing skills to compose and record a full-length Hip-Hop track and explore film scoring. In the culminating compositions of the YCI, eighth graders compose a four-part choral piece in Latin for a mass and a protest song for their exit project.

The strength of SSCA's academic program also is reflected in the offering of Earth Science and Algebra I to high-achieving middle school students. Students who complete these courses are able to sit for the New York State Education Department Regents exams as 8th graders.

FAITH LIFE

SSCA is a unique Catholic school that is enriched by the religious pluralism found among the students and families at school. Approximately 50% of the students are Catholic, while the other half of the student body comes from other faith traditions, including Judaism, Islam, and other Christian denominations. Teachers are encouraged to leverage the religious diversity of the school to enrich students' understanding of different faith backgrounds.



FAST FACTS



1908

Founded



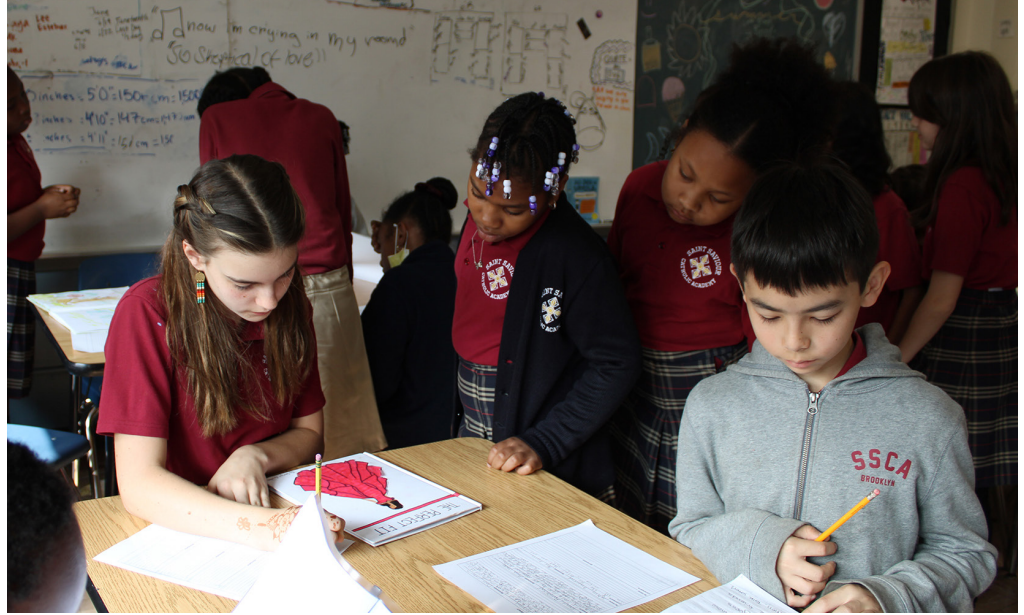
20

average class size



2

classes per grade-level



That said, the Catholic fabric at Saint Saviour is apparent to anyone who visits the school. Adjacent to the school is the historic Saint Saviour parish where many of the Catholic families at SSCA are registered. The church hosts a weekly Mass for the SSCA students, and those students registered at the parish can complete their sacramental preparation for Reconciliation, First Holy Communion, and Confirmation through the school.

ENRICHMENT EXPERIENCES

SSCA offers various and sundry enrichment programs after school which rotate on a trimester basis. For the early childhood students, such programs have included: Creative Movement, Spanish, Mindfulness Art, Silly Science, Origami, Sports Sampler, and Book Club Crafts and Creating. The older students at SSCA can participate in such offerings as Lego League, coding, filmmaking, basketball, among others.

In 2022, the robotics team earned top honors at the NYC First Lego League Robotics Championship Tournament and then competed in Houston at the world championship level.

THE POSITION

The Board has recently announced a strategic leadership shift to a “Head of School” model and has launched a nationwide search for this position. The Head of School reports to a two-tiered Board composed of a small Board of Members at the diocesan level and a Board of Trustees at the school level. The Head of School will aid in the transition from an Assistant Principal role to a leadership structure that will oversee the curriculum and instructional program of the school. This leadership structure will allow the Head of School to focus time and resources on the strategic dimension

FAST FACTS



1:1

Chromebook program



Buddy programs
across grade levels



Independent school model
with Board of Trustees

of the school itself: marketing and bridge-building to new and prospective parents, stewarding and cultivating the school's donorbase, and generating innovative, mission-aligned initiatives to allow Saint Savior to maintain its value-add advantage in a competitive school landscape.

The next Head of School will inherit the sunsetting of a 2022 - 2025 strategic plan as well as the completion of a recent \$2 million capital campaign for a state-of-the-art rooftop playground.

The Head of School will own the responsibility for the entire school, and all responsibilities ultimately stop with him or her. The Head of School will manage all operations of the school and is charged with assisting the Board in developing and implementing workable and effective policies. The Head of School will also, with an entrepreneurial and creative spirit, make decisions prudently to maintain the school's attainment of its mission, both in the short and long-term.

Among the key areas of responsibility, the Head of School will:

- Lead the school in maintaining good relations with the school families, personnel, constituents, and community contacts of the school. Help those families and friends understand the vision and mission of the school.
- Administer the school in conformity with Board policy and in accordance with the laws of the state, provided those laws do not violate Catholic teaching upon which the school is founded. Understand that parents are the primary educators of their children, and that the school is acting to support parents in their vocations.



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- Operate as a Board member ex officio and assist in the preparation of the agenda for each Board meeting. Manage and interact with a board that is emotionally invested and passionate about the school's excellence and success.
 - Collect and compile all necessary data and perform any studies, including accreditation, that may be required of the school.
 - Develop a realistic annual budget, and plan an operating plan and its related details accordingly.
 - Assist in the continued development and execution of SSCA's strategic plan.
 - Develop, execute and achieve targets for SSCA's enrollment, marketing, and fundraising.
 - Maintain—and enhance, as needed—the current physical plant and provide input and execution for additional space or resources as needed.
 - Create a vibrant, mission-focused culture and environment of friendship among the SSCA faculty, staff, students and families.
 - Lead, manage, and hold accountable the staff and faculty as they carry out all of the operations of the school.
 - Develop (with board approval) the SSCA staffing plan and execute accordingly.
 - Manage all teams he or she has delegated to effectively.
 - Hold faculty, staff, and students accountable.
 - Conduct appropriate administrative, faculty, or staff meetings as necessary.
 - Direct and approve the practices and procedures of teacher in-service training, conference and seminar participation, and continuing education, especially those which have direct impact on the application of the teaching methods used within the school.
 - Interview prospective personnel and approve all hiring decisions.
 - Administer all other personnel policies in such areas as salary, placement, leave, fringe benefits, and grievance procedures.





- Communicate the overall strategic vision to faculty and staff and ensure they understand it.
- Resolve problems which may arise between parents and teachers, teachers and students, or staff members, applying virtue-based principles of problem solving.
- Maintain and keep current all personnel files and records for the school.

DESIRED QUALIFICATIONS AND ATTRIBUTES

- Practicing Roman Catholic in full communion with the Church
- Masters or Doctorate degree
- A demonstrable and deep understanding of elementary education, SSCA's mission, and its culture
- 5+ years of experience in leadership at a school or other educational setting
- Teaching experience
- Experience serving on and managing boards
- Excellent written and verbal communication skills
- Strong commitment to and experience in developing staff and faculty
- Proven ability to communicate frequently, clearly, and with various audiences
- Strong relationship-building skills
- Strategic planning experience
- Passion for advancement and philanthropic cultivation and stewardship

CHALLENGES AND OPPORTUNITIES

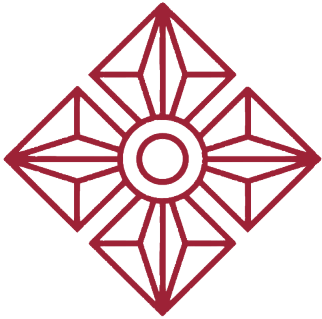
Post-pandemic, SSCA has lost over 60 students and desires to grow back its enrollment to 380 students over the next three years. This will require the next Head of School to be a lead ambassador for the special mission that SSCA offers its students and families—building new bridges with partner organizations to evangelize the school mission further.

Early-career teacher attrition will be another area of focus for SSCA's next leader. Finding creative ways to incentivize the retention of mission-aligned early-career teachers and building pipelines of talent to the school will be important.

As the school closes out its recent campaign for a state-of-the-art rooftop playground, the next leader will need to shift focus on prioritizing other capital improvements in an aging building.

The school has relied successfully on a strong tuition-value proposition with approximately 90% of families paying full-tuition to attend. The next leader will need to be the architect of a robust advancement plan that will allow the school to execute future projects, grow mission-aligned enrollment, and keep the cost to attend affordable for the majority of families.





As the school pivots to a “Head of School” leadership model, the next leader will need to assess the best ways to support the instructional staff of the school. Historically, the Principal held responsibility as the instructional leader of the faculty. The new Head of School will need to delegate effectively certain roles and responsibilities to ensure the quality of teaching and learning remains excellent, so that there will be the needed time to enhance funding (enrollment and advancement) to actualize the extraordinary mission of SSCA.

ABOUT THE AREA

Saint Saviour Catholic Academy is located in the hip and desirable Park Slope neighborhood of Brooklyn. Park Slope features historic buildings, top-rated restaurants, bars, and shops, as well as proximity to Prospect Park, the Brooklyn Academy of Music, the Brooklyn Botanic Garden, the Brooklyn Museum, the Brooklyn Conservatory of Music, and the Central Library and Park Slope branches of the Brooklyn Public Library. Park Slope is generally ranked as one of New York City’s most desirable neighborhoods.

Manhattan is easily accessible from Park Slope with most modes of transportation taking less than 30 minutes.

For more information about Park Slope and its many offerings, [click here](#).

APPLICATION PROCESS

The search committee is on a fast-track to identify and secure the SSCA’s Head of School. To apply, please submit the following documents, confidentially, and as separate PDF attachments and email to Kyle Pietrantonio. Please include “Saint Saviour Catholic Academy - Head of School” in the subject field.

- Letter of interest
- Current resume with all appropriate dates included
- Statement of educational leadership philosophy
- List of five professional references with names and working relationships, phone numbers, and email addresses (No references will be contacted without your knowledge and approval.)



Assemble all of the application materials in one email to:

Kyle Pietrantonio, Partner
kpietrantonio@partnersinmission.com
Partners in Mission School Leadership Search Solutions, LLC
8 Nicklaus Way | Mashpee, MA 02649
202-390-0230 (Cell)
www.partnersinmissionslss.com



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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