



President

SEARCH PROSPECTUS



ST. DOMINIC SAVIO CATHOLIC HIGH SCHOOL — HOLY FAMILY CATHOLIC SCHOOL

AUSTIN, TX

www.saviochs.org | www.holyfamilycs.org

Start Date – July 2021

Partners in Mission School Leadership Search Solutions, LLC



Mission Statement

St. Dominic Savio Catholic High School is a co-educational college preparatory school founded by the Diocese of Austin to prepare young men and women to become faith-filled, visionary, and inspirational leaders in service to the Church and the world.



ABOUT

St. Dominic Savio Catholic High School and Holy Family Catholic School are separate but adjacent campuses sitting on 47 beautiful acres in northwest Austin. The location has excellent freeway connections that allow the schools to draw students from Williamson and Travis counties.

St. Dominic Savio Catholic High School is a diocesan high school serving the Catholic elementary schools of the Diocese of Austin and area families seeking a Catholic secondary education. The school opened in the fall of 2009 and enrolls 400 students from over 50 zip codes and five countries.

Established in 2000, Holy Family Catholic School is a diocesan elementary school serving over 600 students from pre-kindergarten (4 years old) through eighth grade. The school enjoys a strong personal relationship with seven area parishes. Holy Family relies on contributions from these supporting parishes on behalf of their enrolled students and offers priority enrollment to eligible students from these parishes based on space available.

Holy Family and St. Dominic Savio are most fortunate to have several sisters from the Dominican Sisters of Mary, Mother of the Eucharist, who serve as teachers at the school. Since 2009, a Dominican sister has taught middle school Religion, and since 2016 a second sister has taught in the primary grades. The Sisters also support the after-school Children of Mary program serving 2nd and 3rd-grade girls.

Philosophy Statements

St. Dominic Savio Catholic High School expresses the Church's educational mission through faith formation, social development and awareness, and a strong academic program. We seek:

- to develop within the school a strong Theology program based on Catholic teachings, scripture, liturgical experiences, and service so that each student will grow and develop in the Catholic Christian way of life;
- to facilitate the spiritual, intellectual, social, emotional, and physical development of each student;
- to challenge students to become Christian leaders, living as young men and women of conscience, compassion, and action.

Holy Family Catholic School offers:

- a curriculum stressing a challenging standards-driven academic program that seeks to prepare graduates for the most rigorous courses available in the high schools of their choice
- a strong religious education program that equips graduates with a moral compass to last through their adolescent years and beyond
- a climate of mutual respect and responsibility that fosters in graduates the ability and the will to be the servant leaders of tomorrow
- the educational programs and activities which promote self-respect and positive lifelong attitudes toward personal health and fitness.

Vision Statements

St. Dominic Savio Catholic High School: Forming Servant Leaders in the Image of Christ

Holy Family Catholic School: Challenging the Mind, Inspiring the Heart

Core Values

St. Dominic Savio Catholic High School holds firm to our core values of faith, scholarship, and witness which define our identity and serve as the fundamental beliefs that guide the daily life of the school.

Holy Family Catholic School embraces a Catholic Identity rooted in Gospel values and is committed to the development of the whole child, service to others, and faith formation.

Governance

In 2013, the Diocese of Austin created a shared governance model between St. Dominic Savio Catholic High School and Holy Family Catholic School that primarily involves the administrative and board structures. However, the two schools have not “merged” as one school and each school continues to enjoy its unique missions and traditions while maintaining their individual relationships with area parishes and partner schools.

President-Principal Model

The President serves as the Chief Operating Officer of the schools and has primary responsibility for institutional advancement, finance, facilities, and long-range strategic planning. Each school has an appointed Principal, who shares the responsibility of Catholic identity and mission for their school along with the President. The Principals are charged with hiring and evaluating the faculty and designated staff, implementing a comprehensive curriculum, supervising instruction, program evaluation, staff

development, and implementing programs that meet accreditation requirements.

Board of Directors and Advisors

Each school operates with a Board of Directors and Advisors that include personnel from the Diocese of Austin, one appointed member, and the President of the school. In addition, the boards include several advisory members that provide specific expertise related to strategic planning and operational needs.



FAST FACTS



75%

Faculty with
post-baccalaureate education



31%

Students receiving
financial aid



88%

Students scoring 3
or higher on 2020 AP exams



Holy Family Catholic School

Mission Statement

Holy Family Catholic School is a regional school that works with parents to nurture the growth of the whole child — spiritually, intellectually, socially, emotionally, and physically. Our school is Catholic — promoting the teachings of the Church and inclusive of diverse cultures and socioeconomic backgrounds. We seek to promote the development of these values by:

- Fostering a commitment to know, love, and serve God and one another (spiritual)
- Encouraging each child to attain his or her fullest potential (intellectual)
- Guiding students to become conscientious, successful members of a global community (social)
- Respecting and celebrating each child's individuality (emotional)
- Promoting a positive attitude towards a healthy lifestyle (physical)

Strategic Plan

Each school has a Strategic Plan developed over time in collaboration with the school's administration, Board of Directors and Advisors, and Strategic Planning Ad Hoc Committees. The Strategic Plans were developed with input from the faculty, staff, and parents at each school and includes five areas of strategic priority:

- Catholic Identity
- Governance, Administration and Management
- Curriculum, Instruction, and Assessment
- Student Services and Activities
- Plant and Facilities

The document serves as a guide for decisions and planning and is periodically revised based on current issues.

New Construction

The Mission Ready: Growing to Serve Capital Campaign recently completed phase 1 of the Master Plan for Holy Family Catholic School. It included additional classrooms to accommodate a third section in multiple grades, a library and meeting space, a freestanding music hall, and an administration building with a health clinic. With continued growth, phase 2 includes the Pavilion, a super-sized, covered outdoor space that will be larger than a high school gym allowing for volleyball and basketball practices as well as physical education classes. A large, elevated stage will accommodate a variety of speech, music, and theater performances. Upon completion of phase 3 of the Master Plan, enrollment will be approximately 700 students.

FAITH LIFE

The life of faith at St. Dominic Savio is central to the school's mission and student experience. This is accomplished by focusing on student-led ministry, building a culture of Christian Service, living a vibrant sacramental life through a rigorous but inviting theology curriculum.

The Formation and Ministry Office (FAM) at St. Dominic Savio coordinates faith formation for all students, faculty, and staff. This includes liturgies, retreats, the Diakonia Service Program, and other programs that support the community's growth into a people ever-more reflective of the image of Christ. The office intentionally fosters students' growth in the areas of leadership, intellectual, spiritual, and personal.

One example is the Timothy Team (TIM Team) comprised of Juniors and Seniors, who support the work of FAM and hold leadership responsibility in four specific areas: Community, Sacristan, Liturgist, or Retreat TIMs. They are selected through a rigorous process of nomination, application, and discernment and are enrolled in the two-year Timothy Team seminar program.

FAM also offers resources and support for all faculty and staff including regular in-services, Mass, retreats, formation training in current pedagogies and best practices, personal assessments, and spiritual reflection. In addition, all personnel are asked to write an annual personal growth plan detailing their role as a servant leader and their goals for continued spiritual renewal.





The annual retreat program at St. Dominic Savio offers every student a time for growth, renewal, and a an opportunity to encounter Christ. Each class participates in one retreat per year. Student leaders from the class above (i.e., Sophomores for the Freshman class) facilitate and lead each retreat, with Timothy Team retreat members coordinating each team.

Holy Family Catholic School is committed to providing a strong Catholic identity through Mass, daily prayer, religious education, Christian service, faith formation, and activities focusing on the liturgical seasons and traditions of the Catholic faith. Students can serve in ministry with their peers in activities such as Children of Mary, class retreats, service in social justice, and human anthropology classes. Eighth grade students engage in a project-based service-learning elective course and, along with the Student Council, serve as leaders to help coordinate school-wide activities that support those in need in the Austin area.

ACADEMIC PROGRAM

St. Dominic Savio has only one course of study, college preparatory — and all students meet the qualifications for a distinguished diploma. To provide a quality educational experience, the school provides a wide variety of academic courses that meet diverse student interests. Accelerated students may qualify for Pre-AP and AP courses in science, social science, English, mathematics, art, and computer science. As students advance through their academic career, they can choose to concentrate on different areas of study, either in the STEM field (Science, Technology, Engineering, Mathematics), Fine Arts, or the Humanities. This allows the school to tailor the curriculum to students' abilities and interests.

Holy Family's curriculum is based on the Texas Essential Knowledge and Skills (TEKS) Standards. Additionally, the religion curriculum is provided by the Diocese of Austin Religious Education Department.

The early childhood years of pre-kindergarten, kindergarten, and first grade provide an opportunity for children to grow socially, emotionally, and academically. They develop skills in language, reading, phonics, and mathematics. While there are developmental milestones, each student progresses at his or her own rate.

The DeBusk Enrichment Center for Academically Talented Scholars is a three-week summer enrichment camp, sponsored by the Diocese of Austin, for rising fourth, fifth, and sixth-grade students.

FAST FACTS



23

Average class size



28%

Students receiving financial aid



\$468,000

Advancement income
2019-2020

FAST FACTS



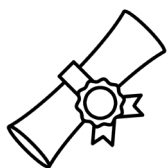
65

Full-time faculty and staff



2006

Designated as a
Blue-Ribbon School



17

Employees with
advanced degrees

Seventh-grade students who score in the 95th percentile or above in at least one major sub-test of the Iowa Assessment achievement tests are eligible for Duke University's TIP (Talent Identification Program).

The school employs a counselor and a learning support coordinator. Additionally, instructional remediation is available for every student.

THE ARTS

St. Dominic Savio has an active and thriving arts environment offering numerous opportunities for students to engage in their interests. Visual arts course offerings expose students to art theory, drawing, painting, printmaking, ceramics, sculpture, mixed media, photography, photo editing software, and art history. A special offering, Art for Water, allows high school students to work with elementary school students culminating in a show and sale of work to raise money to build water wells in Burundi, Africa. Music courses include three choral ensembles and six instrumental ensembles. Finally, the high school presents two major theatrical productions annually – a fall play and a spring musical.

The arts are an essential part of the Holy Family curriculum and educational experience and is comprised of band, choir, orchestra, visual arts, and theater. The visual arts curriculum for all classes is based on the age groups and allow students to discover and appreciate the elements of art history, artists, and styles, while grasping various art, materials, and techniques. The theater program prepares students for the Annual PSIA One-Act Play competition. The music program includes band, choir, and orchestra programs.

ATHLETICS

The athletic philosophy at St. Dominic Savio Catholic High School is structured intentionally with specific goals in mind for student-athletes at each level. The school believes a team can and should compete at the highest level, giving maximum effort in a way that honors Christ and the team on which they compete. The Athletic Department endeavors to match the school's academic excellence by offering teams for girls and boys including cheerleading, cross country, dance, football, volleyball, basketball, soccer, swimming, baseball, golf, softball, tennis, and track and field. In most years, nearly eighty-five percent of the students at St. Dominic Savio participate in athletics.

Holy Family is a member of the Capital Area Private and Parochial Schools League (CAPPS), which serves to encourage and promote athletic competition among 14 private schools in the Austin metro area. Students in fifth through eighth grades are offered an opportunity to participate in volleyball, flag football, basketball, soccer, track and field, tennis, cross-country, and golf.





CLUBS AND ACTIVITIES

St. Dominic Savio is an active and thriving environment that offers many exciting opportunities for students to engage their interests through four competitive groups, five honor societies, and 31 clubs including Chaplain Corps, Latin Club, Ultimate Frisbee Club, Eagles for Life, Savio Filmworks, and Robotics Club, to name a few.

Holy Family students can engage their interests in a variety of before and after school activities, such as altar servers, art classes, ballet/jazz, boy/girl scouts, cantors for Liturgy, chess club, Children of Mary, choir, creative movement, extreme math, one-act play, PSIA, robotics, student council, and quiz bowl team

THE POSITION

Ministerial Character

The schools have been entrusted to the President by the Bishop. As such, the President engages in the ministry of the Church and is the visible representation of the schools. The President ensures that Christ's mission is present and enduring in the schools' community.

Job Summary

The President fulfills the missions of Holy Family Catholic School and St. Dominic Savio Catholic High School by serving as the chief operating officer of the schools and a Director of two school boards. The President is jointly responsible, along with the Principals of the schools, for the Catholic mission and identity of the schools. The President is responsible for hiring administrators and participates in the hiring and dismissing of all instructional personnel. The President oversees institutional advancement, finance, facility management, and strategic planning for the schools. The President is appointed by the Bishop of Austin. The President reports to and is evaluated by the Diocese of Austin Superintendent of Catholic Schools and operates with wide latitude for the use of independent judgment and initiative.



MOTTO:

***Forming
Servant
Leaders in
the Image of
Christ***



MOTTO:

***Challenging
the Mind.
Inspiring the
Heart.***

FAST FACTS



\$12.1m

Scholarships awarded
Class of 2020



25

National Hispanic Scholars



9,900

Community service hours
Class of 2020



Essential Duties

- As an integral part of your ministry for the Church as carried out in this position, support and uphold the philosophy of Catholic ministry and education and the missions of the schools in both your professional and personal life.
- Act as a witness to Gospel values by modeling the teachings of the Catholic Church.
- Continuously grow in your ministry by participating in religious ceremonies, training sessions, and reflection activities as directed.
- Comply with the Powers and Duties of the President as identified in bylaws of Holy Family Catholic School and St. Dominic Savio Catholic High School, including but not limited to: serving as a voting Director of the school boards and a member of all school board committees; operating as the chief operating officer of the School; participating in the hiring and terminating school personnel; ensuring directives of the Directors are pursued and accomplished; preparing agendas and materials for and presiding at meetings of the Directors and Advisors; with the approval of the Directors, executing leases, contracts, evidences of indebtedness, and other obligations of the schools.
- Advise the school boards on the current state of the schools and work with the boards in the development and implementation of institutional priorities and strategic planning.
- Collaborate with the Principals to ensure the infusion of Catholic identity, Christian values, mission, vision, and identity of the schools into school practices; to ensure an effective educational program; and to plan for future needs of the schools.
- Oversee the areas of institutional advancement, finance, facility management, and strategic planning of the schools.
- Support the development function of the schools by participating in the qualification, cultivation, solicitation, and stewardship of major donors.
- Serve as the spokesperson and public representative of the schools within the school communities and among broader civic entities, helping to build relationships that link the community to the schools, and serving as liaison with pastors, the Superintendent of Catholic Schools, and the diocesan office personnel.
- Create the annual budget, seeking input from the Pastor, Principals, Business Manager, Advancement personnel, facility personnel, and the school boards.
- Serve as the final in-house appeal in personnel matters and grievance procedures.
- Maintain a work schedule that maximizes availability to the school communities.

Minimum Qualifications

Education:

- Master's degree in Administration from an accredited American university or equivalent in a foreign country; or
- Master's degree plus (1) 18 hours in educational administration and supervision courses; (2) a valid, appropriate state certificate for a principal; or (3) the successful completion of an appropriate state certification exam.

Experience:

- Has successful teaching and administrative experience.

Catholic Requirement:

- Must be a practicing Roman Catholic in good standing.

Certifications and Training:

- Valid Texas driver's license.
- Must maintain compliance with the Diocese of Austin Ethics and Integrity in Ministry (EIM) policies throughout the employment period.
- Without a Theology degree or similar training acceptable to the Superintendent of Catholic Schools, must (1) complete Religion Certification Part 1 within two years of the date of hire, completing a minimum of 25 hours each year; and (2) in a commitment to ongoing formation in catechetical and spiritual leadership development, continue Religion Certification Part 2 at a minimum of one class per year.

ABOUT THE AREA

Austin is the capital of Texas with a population of almost 1 million residents representing a diverse mix of government employees, college students, musicians, high-tech workers, and blue-collar workers. The Austin area continues to be regarded by many as the best choice to live and work in Texas, with a balance of a strong economy, good education, attractive housing, a relatively pleasant climate, and plenty to do.

The city's official slogan promotes Austin as "The Live Music Capital of the World," a reference to the city's many musicians and live music venues. Austin is the site for the popular South by Southwest (stylized as SXSW and colloquially referred to as South By), an annual conglomeration of parallel film, interactive media, music festivals, and conferences that take place in mid-March.

Several Fortune 500 companies have headquarters or regional offices in Austin including 3M, Amazon, Apple, Google, IBM, Intel, Oracle, Texas Instruments, and Whole Foods Market. Dell's worldwide headquarters is in the nearby suburb of Round Rock. Austin is also the home of the University of Texas at Austin, educating over 50,000 students annually.

APPLICATION PROCEDURE

- To apply, please submit the following four documents, confidentially, and as separate PDF attachments.
 - » Cover letter that aligns your experiences and skill sets with the current needs of the school as you understand them.
 - » Statement of Catholic educational philosophy.
 - » Current resume with all appropriate dates included
 - » List of five references with names, phone numbers and email addresses. No references will be contacted without your knowledge and approval.
- Please include St. Dominic Savio – Holy Family 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, LLC
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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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