



Position: Founding Principal of The STEAD School

About The STEAD School and the Founding Principal

The STEAD School at Reunion is a new Charter High School to open in Commerce City, Colorado (20 miles NE of Denver and just minutes from DIA) in the fall of 2021. Reunion is a large, 2,500-acre master planned community that opened in 2002. Today it hosts 2,700 homes and will continue to develop until it reaches its build out of over 10,000 homes. The STEAD School will be a dynamic, project-based learning high school focused on the fields of food, animal, plant, and environmental sciences. Collectively, STEAD stands for Science, Technology, Environment, Agriculture, and (systems) Design.

The STEAD School will open in the fall of 2021 with approximately 165 freshman students and grow, one grade at a time, until reaching full capacity in four years with approximately 660 students. The STEAD board is looking for a Founding Principal who will join our team as a thought-partner, collaborator, and visionary in the year prior to opening and lead The STEAD School in growth and development toward a successful and exciting August 2021 opening and beyond. The position will be part time (with a possibility of full time) in year 0 and transition into a full time Principal position with the opening of the school in 2021. The ideal candidate is looking for a long-term position as an educational visionary, new school developer, strategic partnership convener, and most importantly, the school's leader.

The mission of The STEAD School is to empower students to lead their own postsecondary and career pathways within the context of an exciting science, technology, environmental, agricultural, and design systems learning environment. Heads, hearts, and hands are engaged in active project-based learning as students develop their unique passions to become lifelong learners, thinkers, creators, and civic leaders. All students graduate with a professional portfolio, a post-secondary plan, a robust set of work and community service experiences, and optional post secondary credit through a range of college credit options.

What will you be doing in Year Zero (Y0)?

“Year Zero” (Y0) is an important year in that the Founding Principal will establish roots in the community as The STEAD School leader and codify the mission and vision of The STEAD School's Charter. She or he will spend time on student and community outreach and further refine existing partnerships and build new partnerships with the agriculture industry, Colorado State University (CSU), the Colorado Community College System, Denver Botanic Gardens, and other entities described throughout the STEAD School's charter application. In Y0, the STEAD Founding Principal will hire founding staff and develop and implement a community outreach plan. Other responsibilities of the principal in Y0 include:

- Hire an office manager (August 2020 goal), faculty and teaching staff (December 2020-March 2021 goal)

- Build curriculum with founding faculty
- Attend professional development institutes PBL and CTE
- Coordinate all operational and instructional aspects of the school
- Oversee and coordinate professional development for staff and faculty to include (as appropriate) professional development in project based learning, career and technical education, Exeter math, and Franklin Covey
- Develop and align, with team, student post secondary plan portfolios, exit outcomes, in-depth educational plans that include internships and experiences on and off the CSU campuses, and align curriculum vertically and horizontally with standards
- Identify and develop Personalized Learning Plan rubrics that will be for use in conjunction with observations, feedback, and collaborative goal setting with faculty and staff
- Develop job performance standards in support of faculty and staff evaluations
- Create, in collaboration with the STEAD Board of Directors and office manager, fiscal policies, staff salary schedules and procedures, and timelines to develop school budgets
- Work with the office manager and business manager to implement financial systems
- Determine and implement revisions to STEAD employee and student/parent handbook, grievance policy, and student and parent record keeping systems
- Create the STEAD cultural handbook with founding faculty and staff
- Finalize The STEAD School's discipline policy and student code of conduct with founding faculty and staff

What will you be doing as The STEAD School Founding Principal in year 0 and beyond?

- Culture:
 - Build school culture with a feeling of community, trust, and unity within the school
 - Meet with, listen to, and engage with students on a daily basis
 - Create, foster, maintain, and protect a culture of student voice and choice, where heads, hearts, and hands are engaged in Project Based Learning
 - Protect the school's culture of collaboration amongst staff, students, and families
- Program:
 - Exemplify, promote, and operationalize The STEAD School Mission, Vision, Guiding Values and Principles
 - Ensure a program where students can graduate with a professional portfolio, a post-secondary plan and work experience, community service experience, and college credit
 - Recruit, select, hire, evaluate, supervise, and renew and dismiss all STEAD school staff
 - Responsibly lead the daily operational and administrative functions of the school
 - Supervise and train all STEAD staff on the implementation of The STEAD School model
 - Motivate all staff to perform with excellence
 - Lead staff development and create a work culture of cooperation, positive attitudes, and teamwork
 - Oversee and support the school team to develop, implement, and continuously refine all areas of the curriculum
 - Identify, lead, design, and evaluate data on Professional Development
 - Oversee student discipline in collaboration with students, staff, parents, and advisors
 - Identify areas of concern and need of support to faculty, staff, and the Board of Directors
 - Employ job performance standards within the context of Personalized Learning Plans for all faculty and staff
 - Conduct annual evaluations of staff with observation, goal setting, feedback, and coaching

- Oversee student growth and accountability to meet the intent of the quality standards
- Monitor and analyze student data for efficacy of curriculum, instruction, and growth
- Ensure compliance with the school's Unified Improvement Plan
- Oversee charter school finances to ensure financial stability
- Complete and submit required documents for the STEAD Board and school authorizer
- Responsibly manage all internal operations to include academic programs
- Meet with Business Manager and STEAD Board on performance, finance, and compliance
- Oversee and organize alumni surveys, interviews, volunteers, and community events
- Monitor the effectiveness and alignment of the CTE ag-science curriculum
- Draft and implement an emergency management plan in collaboration with local law enforcement and in compliance with (C.R.S. 22-32-109.1(2) and (4)(d)(I)):
- Oversee, advise, or serve as chairperson for faculty meetings, academic committees, school improvement, and administrative committees
- Report to the Board of Directors and attend monthly board meetings
- Community:
 - Advance the school's commitment to diversity to reflect high school demographics as 27J high schools and STEAD goals and objectives
 - Ensure principal resources are available to effectively implement The STEAD School Model
 - Ensure compliance with all applicable district, state, and federal laws
 - Responsibly manage all external operations to include partnership development, school operational systems, external fundraising, and creating private and public partnerships
 - Oversee Parent Education, STEAD orientations, and hosting coffee with the principal
 - Building partnerships within agriculture and industry to support student internships, school resources, and post-secondary opportunities for students
 - Liaise with STEAD authorizer and school district 27J as required

What skills does The STEAD School Founding Principal need to have?

- Skilled in creating positive and meaningful relationships with adolescents, parents, faculty, staff, investors, community partners, the STEAD Board, and other stakeholders
- Skilled in collaborating with all stakeholders to grow and develop a positive and effective school, faculty, and staff
- Bilingual a plus
- Ability to grow a faculty and staff into school leadership positions
- Ability to demonstrate to staff how to create a project-based learning classroom
- Skilled in starting and growing a new program as it is in development, a visionary that can construct, implement, and successfully reach a desired outcome
- Skilled in business, finance, budget management, entrepreneurial endeavors, and fundraising
- Comfortable with rapid growth and evolution (personal and of the school) within an alternative educational model
- Sound understanding of charter school best practices and committed to consistent follow through for all stakeholders

What qualifications does The STEAD School Founding Principal need to have?

- Master's degree or higher in education or a related field
- Minimum of three years of experience in a leadership position in a charter or a district school
- Minimum of two years of experience in Project Based Learning, Career and Technical Education, and/or alternative education (and willing to attend trainings)

- Experience implementing and growing a new program

What are the characteristics of The STEAD School Founding Principal?

- The STEAD School's Founding Principal...
 - Has a love and appreciation for the adolescent
 - Has a love and appreciation for growing and building a powerful and collaborative school team
 - Is innately aligned with the mission, vision, guiding principles, and guiding values of the school
 - Is passionate about The STEAD School model
 - Believes that our students are the next leaders in the fields of agriculture, science, policy, and business
 - Believes in sharing leadership with faculty and staff and providing professional growth opportunities for faculty and staff
 - Believes in educating differently and recognizes that the success of The STEAD School model is relevant for both the STEAD students and the broader educational community

Salary, Benefits, and Terms

- The STEAD School recognizes that a "Founding Principal" is a unique role and is offering a stipend for the work to be completed during Y0
- Salary based on experience and qualifications
- Benefits include paid time off, insurance, enrollment priority for employee's dependents, and PERA Reports directly to the Board of Directors
- Must receive Department of Justice clearance
- Work a five day work week

How to apply

- Interested candidates should send their resume, cover letter, 3 references, and a written reflection on their educational philosophy to info@thesteadschool.org by January 3, 2020. The interview process will begin January 6, 2020 with an anticipated year 0 start date between March 2020 and August 2020.