

St. Alban's Episcopal Day School

Head of School Search
July 1, 2024

Harlingen, Texas



Application Deadline
February 1, 2024

Lead Consultants
Tim Viands
Dr. Charles Clark



School Overview

Learning is a lifelong journey, unique to each child. At St. Alban's Episcopal School, they prepare students in a Christian community to excel academically, develop moral values, and engage socially. Their dedicated teachers and staff prioritize the individual needs of each child, using a variety of materials and methods. Parents and students at St. Alban's are committed to a high-level of learning and strive to be productive students. From their early childhood program to grades 1-6, they provide a comprehensive approach that fosters exploration, critical thinking, problem-solving, and the integration of technology. Service learning and spiritual formation are central to their mission, helping students develop moral standards and prepare for the challenges of a free society.

The hallmarks of a St. Alban's education are unmistakable. Families point to nine touchstones as the reasons they choose St. Alban's:

- A faith-based education
- A strong academic reputation
- The success of St. Alban's graduates in middle and high school
- The loving and caring community
- The accessibility of the Head of School, administration and faculty
- The security measures in place to keep their children safe
- A home away from home for their children
- The strong relationship between the school and the church
- The class sizes that are small enough for individual attention, yet large enough for healthy social interactions.



Mission Statement

“To provide our students a foundation built on God, love, family, and academic excellence.”



Vision Statement

“We aspire to grow our enrollment and continue to form and educate student leaders in academics, character, faith, and community service. We will do this in a safe, welcoming church and school community that values and nurtures the lifelong relationships between students, faculty and staff, families, and parishioners.”

The Campus

St. Alban's Episcopal Day School was founded in 1948.

The 5-acre campus has five buildings that includes:

- The Reed Outreach Center: (Gym, Climbing Wall, Youth Lounge, Stage and Performing Arts) 2013
- The Hassan Innovative Lab: 2023
- The Cocke Building: (Classrooms and Offices) Built in 1983; Remodeled in 2021
- The Dent Building: (Classrooms) Remodeled in 2013
- The Ferris Environmental Classroom: 2014
- The Rod Playground: 2023
- The school also has access to the facilities of St. Alban's Episcopal Church, including a large meeting room, conference room and the church itself.



The Region

Harlingen, Texas

Harlingen is a thriving community of 72,000 located in the Rio Grande Valley. South Padre Island, a vacation destination with white sand beaches, is just a 35-minute drive from town. The major industries in Harlingen are education, healthcare, start-ups and technology. Space X has developed a facility nearby and it is common to be able to see a launch of one of their space crafts.

The Rio Grande Valley

The Rio Grande Valley is located at the southernmost point of Texas. At the meeting point of Mexico and the USA, the 4-county region called the Valley is one of the fastest-growing areas of the United States.

The Valley is one of the most agriculturally richest and most productive places in the country, along with its history and tradition. Its culture and identity is based on adaptation to movement and change, perseverance, and resiliency.

South Padre Island

South Padre Island is a resort town on a barrier island of the same name, off the southern coast of Texas. It's known for its beaches and calm waters. South Padre Island Birding and Nature Center is home to a 5-story watchtower with views of migrating birds. The South Padre Island Dolphin Research & Sealife Nature Center offers boat tours and touch tanks. Sea turtles are rescued and rehabilitated at Sea Turtle Inc.

Do You Know???

- Harlingen is named as one of the top US cities for small businesses.
- The Rio Grande Valley is the 4th largest metroplex (metropolitan area) in Texas.
- Three international airports serve the Rio Grade Valley, making travel easy and efficient.
- Harlingen was named as one of the fastest growing cities in the US in 2022.

The Rio Grande Valley



Harlingen, Texas

Harlingen and the region has something for everyone. It is an ideal place to live, whether you are an outdoor enthusiast, a “foodie”, or a lover of the the arts.

Birding

The Rio Grande Valley is recognized as an international birding destination and is one of the most critical areas for migrating birds in North America. Visitors can expect to see a wide variety of birds (over 500 recorded in the Valley), and enjoy the specialty birds like Green Jay, Great Kiskadee, Buff-bellied Hummingbird, Altamira Oriole and Tropical Kingbird.

Dining & Nightlife

In Harlingen you will find the best of South Texas cuisine including delicious tex-mex, fresh-from-the-Gulf seafood, fall-off-the-bone barbecue, and local specialties including pumpkin empanadas and cabbage tamales. For evening fun, Harlingen offers a variety of night spots. From country western bars to tejano saloons and contemporary nightclubs, Harlingen has something to meet most every taste.

Golf

Harlingen is the perfect destination for golf. In fact, according to a poll by the National Golf Foundation, the Rio Grande Valley has more playable days of golf per year than anywhere else in the United States. Harlingen has four public golf courses and one private course. Just down the road are two 18-hole championship courses at Rancho Viejo Resort and a picturesque 18-hole course along the Laguna Madre Bay at the South Padre Island Golf Club.

Fishing & Hunting

The Texas coast is home to all of the popular game fish species sought after throughout the Gulf of Mexico. Harlingen is surrounded by the beautiful South Texas brushlands and riparian forests that are host to a variety of game for the outdoorsman to enjoy.

Parks & Trails

Harlingen has over 1,200 acres of public parks land.

Shopping

Explore the historic downtown area or one of the many shopping centers located throughout the city! Regardless of what you’re looking for, Harlingen has it all – from national retail stores to luxury boutiques and bargain antique shops. Nearby are the Rio Grande Valley Premium Outlets, the premier destination for shoppers looking for impressive savings on designer brands.



A Vision for the Years Ahead

St. Alban's program is strong and the reputation of academic excellence is unmatched in the Rio Grande Valley. The school's enrollment has fluctuated over the years. There is capacity to increase enrollment significantly and non-tuition revenue through broadening the scope of admissions and philanthropy.

The Program

St. Alban's Early Childhood program builds a foundation on God, love, family, and academic excellence. With a curriculum based on children's interests and developmental levels, they offer a center-based program focused on language, literacy, math, art, science, dramatic play, and music. This allows children to explore, create, experiment, and discover. The centers provide opportunities for skill practice and decision-making within a cooperative framework, ensuring success and pride in accomplishments.

For grades 1-6, St. Alban's continues to provide a strong academic foundation. Students develop self-confidence and independent learning skills, experiencing rigorous and engaging curriculum to prepare for Middle School and beyond.



The School Community

The school community includes the students, parents, faculty and staff, board of trustees and the church members. They are one big family, that supports, socializes, and cares for each other. A large part of the school's students are a direct result of word of mouth from someone in the community. The community is healthy and strong and the next Head of School will be expected to preserve this familial atmosphere.

The Church & School Relationship

St. Alban's Episcopal Day School and St. Alban's Episcopal Church is known in the diocese as the model for the church - school relationship. Fr. John Inserra, the Rector, joined the church in 2018, and has devoted himself to fostering a strong and healthy relationship with the school.

Facts & Figures



Enrollment

236



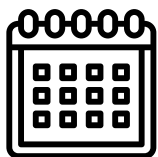
Annual Budget

\$1,900,000



Endowment

\$767,000



Year Founded

1948



Financial Aid

12%



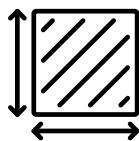
Diversity

58%



Date of Last Strategic Plan

EXPIRES 2023



Campus Size

5 ACRES



Student:Teacher

7 : 1



Associations & Memberships

NATIONAL ASSOCIATION OF EPISCOPAL SCHOOLS
SOUTHWEST ASSOCIATION OF EPISCOPAL SCHOOLS
TEXAS PRIVATE SCHOOLS ASSOCIATION

Top Priorities

Academic Excellence

Strong academics are a hallmark of the school. The top graduates of the local high schools are almost always St. Alban's graduates. The new head will **maintain and grow the culture of academic excellence**, while building program continuity.



Strategic Planning

The new Head of School will be asked to **spearhead the strategic planning process**. The last plan was created in 2018 and is due to be renewed in 2023. This will require creating a vision that balances new ideas and forward thinking with preserving the essence of St. Alban's and its community.

Marketing

The school relies on word-of-mouth marketing for nearly all of its referrals. The next head will provide leadership in **implementing the scope of the school's marketing efforts**, using concentric-circle concepts for identifying new neighborhoods and markets of applicants.

Church & School Relationship

The relationship between the church and school is strong and thriving. The new head will make it a priority to **strengthen this relationship** with the Rector, the church and the diocese.

Enrollment & Outreach

The school is currently at 236 students. 250-260 students is a short-term realistic number, while capacity is 340. The new Head of School will offer fresh ideas and strategies to the admissions process and ways to **grow enrollment** and broaden the scope of admissions.



Endowment

The school's endowment is around \$700,000 and receives a 4% draw annually. The next head will focus on growing the endowment so that the school has the resources for scholarship funds, capital funds and as an emergency fund.

Top Priorities, Continued

Campus Master Planning

The outgoing head has done an excellent job modernizing the campus and facilities. The next head will identify ways to **maximize** the use of the current facilities as well as create a plan for **deferred maintenance** and a **campus master plan** for the future.

Faculty & Staff

Recruiting, developing, and retaining outstanding faculty and staff in an increasingly competitive environment has and will be a top priority. The next head will continue to foster an environment of collegiality and high standards. As enrollment increases, the next head in concert with the board should put a plan in place that brings the salaries of the teachers closer to that of the public schools, and the larger employment market as a whole.

Safety & Security

The outgoing head has done an extraordinary job in creating and improving a safe place for the students and staff. The school's fenced-in perimeter has been significantly upgraded; the external doors of every building are always locked with key fob access; every part of the campus is under video surveillance. It will be imperative the next Head of School continue the school's **commitment to security and implement proactive measures**.

Professional Development

In our discovery visit, it was clear that the faculty are well supported and are offered opportunities to visit other schools for professional development. **School-based professional development programs** devoted to current pedagogy, child behavior management and emerging technologies were noted as areas the faculty would like to see implemented.



Technology

The new Hassan Innovative Lab is a beautiful space. The next Head will provide **guidance for its usage**, whether it becomes a MakerSpace, STEM Lab, Engineering Lab, or any other innovative programs to come.

The school will also need to address the implications of AI, and how this emerging technology can benefit the students and faculty.

Strengths & Opportunities

There is much to be proud of at St. Alban's, and the school enjoys many notable strengths, including a long history of being recognized for academic excellence under strong leadership. Its strong financial management and the modernization of the healthy school / church relationship are also strengths. It is a school with wonderful students, dedicated and talented faculty and staff, and a deeply caring parent and church community.

Opportunities

The next Head of School should be prepared to build upon the momentum generated by the outgoing head, while collaborating with the Board of Trustees to lead St. Alban's Episcopal Day School into the future. The following are likely to be the key opportunities and challenges facing the new Head of School:

- Ensuring the school remains affordable to mission-appropriate students, while being keenly aware of increasing competition.
- Developing a culture of philanthropy that allows for school growth, financial aid, deferred maintenance, and pedagogical innovation.
- There is an untapped market of potential students. With a broadened scope for admissions and a new marketing plan, the school is well-positioned to grow enrollment.



Strengths

The strengths of St. Alban's are many, and include:

- The relationship between the Head of School and the Rector.
- A mature and positive faculty and staff.
- Happy and highly motivated students.
- Strong parental and alumni support.
- A Board of Trustees that is open and ready for a new head that can "lead up" and implement best practices.
- Parents happily serving as ambassadors.
- The school's new gym and renovated facilities.
- The Head of School's office is large, comfortable, modern, and welcoming.
- The school's openness to new ideas and strategies.
- The quality of the Board of Trustees comprised of members of character and integrity.

The Position

The Head of School at St. Alban's Episcopal Day School oversees the ongoing operations of the school, hires and supports its employees, and manages its annual budget.

First and foremost, the successful candidate will need to embrace the St. Alban's mission and values. In addition, candidates should be a person of traditional Christian values and demonstrate a record of skill in leadership and change management, including many of the following professional and personal attributes:

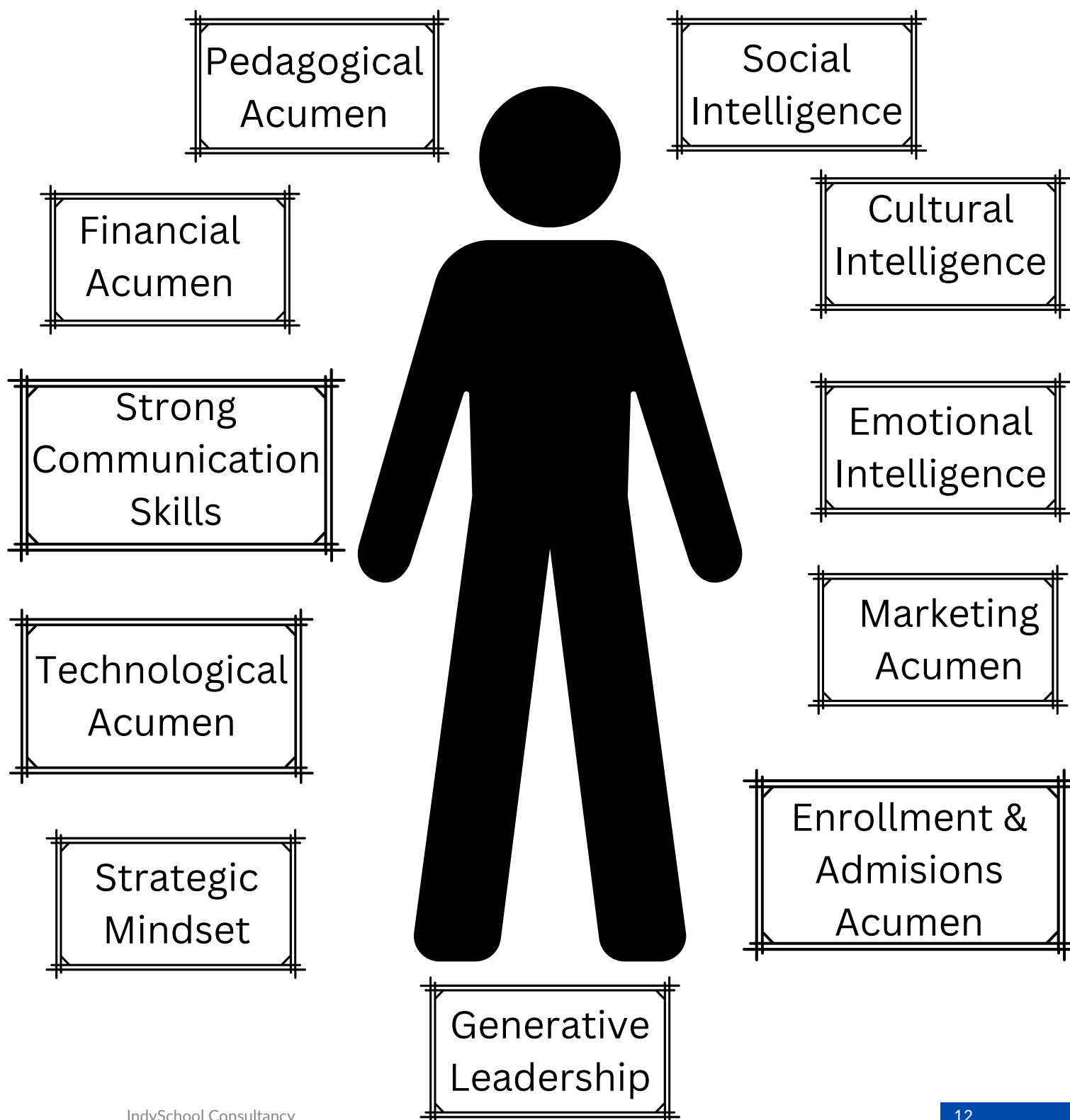
- A **strategic thinker** who has the background and perspective to appreciate St. Alban's current strengths and opportunities, along with the courage and credibility to take the steps needed to move the school forward.
- A **pastoral leader** who embraces traditional Christian values
- A demonstrated experience in matters related to **financial sustainability**, such as budgeting, marketing, fundraising, and accurate forecasting.
- A deep **pedagogical knowledge** of current "best practices" in EC - 6 curriculum and instruction along with a passion for early childhood and adolescent growth and development.
- A proven ability to **hire, develop, and support** outstanding faculty and staff.
- An ability to **create a shared vision** of St. Alban's future to both the school and church community.
- A high **emotional, social and cultural intelligence**, including self awareness, empathy, compassion and authenticity.
- An excellent **communicator** and a demonstrated ability to listen and act on feedback.
- An **inclusive leader**, who seeks and values input, yet is decisive and firm when needed.
- An ability to balance **humility and confidence**, and knows when to be flexible and when to be firm and **willing to make hard decisions**.
- A track record of being approachable, warm, joyous, having a playful spirit, and a sense of humor.

The St. Alban's Community Uses the Following to Describe their Next Head of School:

Supportive	"Enhance what we have"	Open Door Policy
An Open Heart	A Pied Piper	Embracing our Culture
Faith-based	Energetic	Relationship-based
Charismatic	Self Confident	An Inner Strength
Embody the Community	Present & Visible	Embracing our Traditions

Profile of the Leader

The Board of Trustees has identified essential competencies of the next Head of School. The ideal candidate will have these skills, knowledge and abilities. Candidates should respond to these competencies in their cover letter and be prepared to respond to them during the interview process.



Learn more about St. Alban's Episcopal Day School

The School

- [Strategic Plan](#)
- [Servant Leadership](#)
- [St. Alban's Episcopal Church](#)

The Area

- [Harlingen Visitors Website](#)
- [The Rio Grande Valley](#)
- [Exploring Harlingen: A Guide for Locals](#)

Search Timeline

Application Deadline: February 1, 2024

Note- Candidates should submit their application materials as soon as possible. Once the deadline passes, the process will move very fast.

Semi-Finalist Interviews (In Person): February 2024

Finalist Interviews (In Person): March 2024

New Head of School Appointed: April 2024

New Head of School's Tenure Begins: July 1, 2024

Compensation & Benefits

The salary for the next Head of School will be competitive and commensurate with experience.

Benefits Include:

- Health Insurance
- 403B, with up to 9% Match
- Full Tuition Remission for Eligible Children
- Professional Development Allowance
- Relocation Assistance



To Apply

Interested and qualified candidates are invited to contact IndySchool Consultancy in confidence. Candidates will need to submit the following materials as separate PDF documents:

- A cover letter expressing their interest in this particular position
- A current resume or CV
- A list of five professional references with name, relationship, phone number and email address of each (references will not be contacted without the candidate's permission)
- Statement on Educational Leadership

Tim Viands, President
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Candidates selected to advance will be contacted for interviews with the ISC team and to complete supplemental documents.



For inquiries, contact us.



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