



Principal

SEARCH PROSPECTUS



Mother Seton School

EMMITSBURG, MD

www.mothersetonschool.org

START DATE – JULY 2018



Mission Statement

The mission of Mother Seton Catholic School, a vibrant, Christ-centered community, is to inspire students to strive for academic excellence and dedicate their lives to love and serve Christ in the tradition of St. Elizabeth Ann Seton and St. Vincent de Paul.



About the School

Mother Seton School is an Independent Catholic Elementary School whose accreditation comes from the Archdiocese of Baltimore. Mother Seton School is sponsored by the Daughters of Charity of St. Vincent de Paul. Located less than one mile from the site of Elizabeth Seton's original school, it is an important partner for many Maryland and Pennsylvania families as it continues the Seton Legacy of Catholic Education.

Mother Seton School provides an affordable, high-quality Catholic education (pre-school through eighth grade) that focuses on the whole child. Our outstanding STEM-based curriculum (science, technology, engineering and math) helps students develop critical thinking and problem-solving skills, preparing them to meet the challenges of the 21st century, while our award-winning music and arts program stimulates creativity and self-expression.

As a certified Maryland, Green School, Mother Seton School operates an eco-friendly campus, which includes a Monarch Butterfly Way Station, nature trail, gardens and a solar energy station. Our 15-acre campus, nestled in the Catoctin Valley, encourages outdoor exploration and play, while our proximity to the National Shrine of our patron saint and foundress allows students to develop a strong sense of spirituality that is reflected in school liturgies, our Prayer Partner Program, and community service.

Mother Seton School offers a full complement of academic programs and facilities, including a science lab, computer lab, integrated technology in every classroom as well as a middle school Spanish program. The school is also equipped with an on-site Learning Center that provides intervention and enrichment services when needed. In addition to its curriculum, Mother Seton students have the opportunity to take part in a variety of extracurricular activities, including band and chorus, STEM clubs, a young writers group, Art Angels, Girl Scouts, Snow Sports Club, Spanish Club, Healthy Eating Club, Student Council, and the Seton Chapter of the Vincentian Marian Youth, an international service organization. Further, there are a variety of bus transportation options to and from school, many provided free by partnering school districts. For students that reside outside of the partnering school districts, Mother Seton furnishes a fee-based bus service to the growing attendance region of Frederick, MD.

Mother Seton School gathers families into a true Christian community celebrating life's gifts and supporting each other in times of need. Partnering with parents, teachers and staff inspire and guide students in their education, nurture their characters, and create a moral foundation that sustains them for life.



We believe the pre-K through eighth grade model is important because:

- **Students do better academically.** Many students show that students obtain higher achievement levels in pre-K-8 schools than in separate middle schools.
- **Our Middle schoolers are not in the middle.** As the leaders of the school they know the younger students look up to them – and they rise to the occasion.
- **Our younger children have inspiring role models.** Our Prayer Partner Program pairs each younger student with an older student for activities throughout the year, developing strong friendships.
- **There are fewer discipline problems.** Research shows that children in pre-K-8 schools have fewer behavior problems, higher self-esteem and better attendance than those in separate schools.
- **Children grow up with positive influences.** In contrast to a pre-K-12 school, students are less exposed to mature topics and inappropriate language.



FAST FACTS



29%

Middle School students qualify for the John Hopkins Talent Search Program



24%

Middle School students rank in the top 5% nationally in reading and math



256

PreK-8 Enrollment in 2017-2018



46%

Of the teachers hold Master's Degrees

The Position

At Mother Seton School, the principal serves as both the primary religious and educational leader. As the spiritual leader, the principal is expected to nurture the faith development of students, faculty, and staff by creating a school culture that emphasizes the importance of prayer, a close relationship with God and a strong moral character. Given the unique charism of Mother Seton School, the principal is also responsible for developing a culture and planning for activities that promote service learning, community outreach and an ability to promote the Vincentian/Setonian charism. The implementation of the school mission drives decision-making for all aspects of school life.

As the school's education leader, the principal provides ample opportunity for the continuing education for all faculty and staff members. The principal reports directly to the Board of Directors. Additionally, the principal forms and maintains a relationship with the Educational leaders in the

Archdiocese of Baltimore as part of the school's accreditation requirements. As educational leader, the principal has oversight and responsibility for the implementation of the curriculum standards established by the Archdiocese of Baltimore and ensuring that learning strategies meet the needs of all students.

The principal understands that this is a ministerial position at a religious institution and that there is within the Catholic Church a body of officially taught and commonly accepted beliefs, the communication of which is a fundamental purpose and mission of a Catholic School. The principal further understands that students and parents have a right to expect such communication implicitly and explicitly from its principal and teachers regardless of the subject areas, grades, or courses being taught.



Challenges and Opportunities

Mother Seton School is blessed with a 200-year tradition of providing quality Catholic education to families in Maryland and Pennsylvania. The next principal of Mother Seton will be the first lay leader in the school's history. During this time of transition for the students, parents, staff and faculty, the Daughters of Charity will continue to serve in ministry and offer their ongoing support.

The next principal will be expected to maintain an emphasis on best practices in teaching and learning while ensuring high standards of academic excellence. Additionally, the ideal candidate will be an accomplished visionary who can effectively manage the challenges facing most Catholic schools across the country: sustaining and growing enrollment in a competitive market with a shrinking pool of prospective students, implementing contemporary curriculum and related student learning experiences, keeping tuition at affordable levels, and continually updating facilities to support the mission of the school.

Mother Seton School has invested in their mission by hiring a full-time advancement staff, as well as complements in admissions and marketing. The school is in a strong financial position, in large part, due to the ongoing support of the Daughters of Charity.

The school also enjoys the support of a talented and dedicated Board of Directors, Home and School Association and donor community.



Desired Qualities and Characteristics

- Practicing Catholic in communion with the Church who is a faith-filled and Christ-centered servant leader that embraces, models, and champions the values of Catholic education in the tradition of Elizabeth Ann Seton while promoting a strong and vibrant Catholic identity.
- Advanced degree in an education or related field with a minimum of five years of proven instructional and executive administration experience, current principal or administrative license expected.
- Proven visionary with demonstrated success in addressing immediate school community needs and long-term goals. Experience in strategic planning, implementation, fiscal management and oversight required.
- Exceptional communication, interpersonal, and public-speaking skills while serving as the highly visible public face of Mother Seton School in building constructive relationships with all stakeholders that inspire crucial support in its fundraising and enrollment initiatives.
- Accomplished team-builder able to lead an extensive, innovative, and academically rigorous 21st century curriculum that ensures success for all students based on exacting standards of excellence. A commitment to balancing traditional and innovative curricula that emphasizes core subjects, including STEM, as well as the fine arts.
- Accessible and approachable leadership style, with a willingness to relate to all constituencies while being extremely visible and interactive on campus and at school events .
- Inspirational, humble, and authentic mentor who instills leadership in others
- Must be able to establish immediate rapport and trust with students and parents, faculty and staff, donors and other communities supporting Mother Seton School.
- Skilled at identifying, attracting, developing, and retaining high-quality educators with a commitment and passion for delivering a transformational Catholic educational experience.
- Proven leadership in ongoing professional development, evaluation, and student assessment.
- Fair, fun and compassionate executive who embraces collaboration while leading with missionary zeal.

FAST FACTS



29

Zip Codes represented
by MSS families



33

8th Grade Students
in the Class of 2018



13

Number of High Schools
Class of 2018 will attend



15

Average Class Size



About Emmitsburg

Emmitsburg is a town of 3,026 residents located in Frederick County, Maryland, just south of the Mason-Dixon line separating Maryland from Pennsylvania. The town is approximately 60 miles from Baltimore, MD and 70 miles from Washington, DC. Founded in 1785, Emmitsburg is the home of two Catholic pilgrimage sites.

Emmitsburg may be best known as the site of the National Shrine of Saint Elizabeth Ann Seton, the first native-born American saint. Mother Seton lived in Emmitsburg from 1809 until 1821; pilgrims visit her remains at the Basilica of the Shrine of Saint Elizabeth Ann Seton. The Seton Shrine is one of the top eight Catholic pilgrimage destinations in the United States. Mount St. Mary's University is the site of the Grotto of Our Lady of Lourdes. A group of Catholics moved to what they named Mount St. Mary from the eastern shore of Maryland in 1728 in search of religious freedom. In 1805, a refugee from France arrived and built the church and shrine. The shrine opened to the public in 1958.

Because of its proximity to the Gettysburg, Antietam and Monocacy battlefields, Emmitsburg played a significant role during the Civil War. Gettysburg National Military Park is fewer than 10 miles north of the town, which served as a staging area for Union forces and as a bivouac after the battle. Sharpsburg, Maryland is about 35 miles southwest of Emmitsburg. About 23,000 soldiers were wounded, killed or missing at the Antietam battlefield in Sharpsburg on September 17, 1862, the bloodiest day of the Civil War. Monocacy National Battlefield, 30 miles south of Emmitsburg in Frederick, was the site of a battle between Union forces and Confederate forces advancing on Washington, D.C.



Application Procedure

To apply, please submit the following materials, confidentially and as separate PDF attachments in one email to Michael Furey. Please include Mother Seton School in subject field.

- Cover letter that aligns your experiences and skill set with the current needs of the school as you understand them.
- Current resume with all appropriate dates included.
- Statement of Catholic educational philosophy.
- List of five references including names, physical addresses, phone numbers and email addresses. No references will be contacted without your knowledge and approval.



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