



CANYON HEIGHTS ACADEMY

CAMPBELL, CALIFORNIA

HEAD OF SCHOOL

JULY 1ST, 2019

WWW.CANYONHEIGHTSACADEMY.COM



Carney
Sandoe
& ASSOCIATES



Mission

The mission of Canyon Heights Academy is to provide the highest quality education to our students and contribute to their integral (intellectual, human, spiritual and apostolic) formation as Catholic Christian leaders.

Through them, we seek to contribute to social renewal in light of the Gospel. Canyon Heights students should be young people of integrity and character who command a knowledge of their faith, the humanities, and the sciences.

Students should display a critical discernment and possess a disposition toward service.

THE POSITION

Canyon Heights Academy, serving approximately 280 students from 18 months old through grade 8, nestled in the heart of Silicon Valley, is seeking a new head for July 2019. A relatively young school, CHA was founded in 2000 by a group of Catholic educators, businessmen, and lay leaders. Affiliated with RC Education, it is at the forefront of forming Silicon Valley's young, future leaders and evangelizing their parents based upon the RC School Principles and the Integral Formation method of education, which integrates superior academics with strong spiritual and human formation grounded in the Christian tradition.

The new head will inherit a school with a passionate and committed faculty and administration, a devoted parent body, and a supportive board of directors. With stable enrollment, solid finances, and plans for new facilities, the new head will find this an exciting time to lead Canyon Heights Academy to its next level of excellence. This is an exceptional opportunity for a leader with passion and purpose who is eager to take a wonderful school to the next level while making a difference for students, families, and the greater community.

THE SCHOOL

Established in 2000, Canyon Heights Academy is a private Catholic school serving 283 students in preschool through eighth grade. Located in California's Silicon Valley, Canyon Heights aims to educate the intellect, form the character, and inspire the hearts of tomorrow's leaders. Drawing upon the foundation of RC Education's Integral Formation methodology, Canyon Heights Canyon Heights emphasizes strong academics combined combined with moral and leadership development. The school is fully accredited by both the Western Association of Schools and Colleges (WASC) and Western Catholic Educational Association (WCEA) and recognized as a Catholic school within the diocese of San Jose.

Guided by the school's motto, Semper Altius, "or "Always Higher," students at Canyon Heights build a solid foundation of critical thinking, problem-solving, character, faith, and social responsibility in preparation for matriculation at some of the areas top Catholic-Christian high schools. A student to teacher ratio of approximately ten to one means that students benefit from individualized attention; a committed faculty of 28 individuals get to know



each student's talents and needs. More than 40% of faculty hold advanced degrees, and the average Canyon Heights teacher tenure is approximately ten years.

The school's religious staff consists of three chaplains who are present to students and parents throughout the school day and beyond. Canyon Heights students have the opportunity to attend Mass on a weekly basis, and the school assists parishes with preparation for the sacraments of Holy Communion, Reconciliation, and Confirmation. While Canyon Heights is committed to educating students in the Catholic tradition, the community respects and honors our students from a variety of religious backgrounds, and 12.9% of the student body is non-Catholic. One quarter of students receive financial aid, which amounts to 13.9% of total tuition revenue.

ACADEMICS

Students at Canyon Heights Academy develop a lifelong love for learning. With a curriculum that goes beyond the acquisition of knowledge, students learn to be thinkers who can analyze, synthesize, compare and contrast, judge, reflect, discern, and identify what is right and true. A truly integrated academic program addresses the intellectual, social, physical, emotional, and moral development of children at all grade levels.

In addition to core subjects such as reading and writing, STEM, science, and social studies, academics at Canyon Heights are enriched by a robust language learning program. Students develop language skills and an appreciation for another culture through the study of Spanish in pre-kindergarten through grade 5 and a three-year Latin program for middle school students. At the same time, students become proficient users of technology, mastering computer skills, understanding the effects technology has on society, and developing the art of effective communication. A 1:1 iPad program begins in fifth grade, and younger students interact regularly with tablets and computers via the school's learning center.



Finally, instruction in public speaking is a central focus of the Canyon Heights curriculum and a core part of the school's vision for developing effective Christian leaders. Through frequent practice, students become confident and eloquent before their peers, teachers, and others: a student beginning in preschool at age three will have had over 60 opportunities to speak publicly in front of a large audience by the time they graduate from eighth grade.

PRESCHOOL

Canyon Heights' preschool program combines a foundational curriculum with the methods of Montessori education to create a unique program that cultivates the academic, physical, emotional and spiritual development of school-ready three-, four- and five-year-olds. With full school day running from 8:30 am to 3:15 pm, with time for lunch and nap, students grow in a balanced atmosphere that is cheerful, nourishing, and orderly.

In keeping with the tenets of Montessori teaching, preschool classrooms are filled with manipulatives and hands-on materials to promote up-close, tactile, and age-appropriately learning. Rather than allowing the front of the room or teacher's desk to serve as a focal point for learning, stimulation is everywhere. A rich environment encourages young students to explore their own curiosities while challenging them to master language and math concepts. Canyon Heights preschoolers experience the joy of learning by choice and develop the social skills which are the foundation for future success, developing self-control, empathy, and cooperation through interactions with peers and teachers.

The very youngest students may begin their Canyon Heights experience with Mommy and Me, a once-a-week program designed for children ages 18-36 months to attend with a parent participant. Arrangements can also be made for three-day and half-day programs for preschoolers to ease the transition into the full school week.



KINDERGARTEN

Kindergarten at Canyon Heights serves as the bridge between preschool and lower school. Kindergarteners continue to use many of the same Montessori materials first discovered in preschool while simultaneously beginning traditional teacher-led instruction.

Students develop beginning reading skills and their understanding of the world of numbers alongside science, art, music, and religion through interdisciplinary activities, building the academic foundations for what lies ahead in first grade.

STUDENT LEARNING EXPECTATIONS

Canyon Heights Academy students are called to become Catholic Christian leaders. We pursue excellence as students who are:

Lifelong learners who seek wisdom by thinking critically, solving problems and applying our knowledge so as to diligently find and effectively communicate truth,

Virtuous leaders striving for self-control and fortitude who know right from wrong and inspire others by acting with integrity, taking

responsibility and respecting authority,

Faithful followers of Christ who, educated in the fullness of the Catholic faith, grow in friendship with God and always seek his direction in our lives,

Charitable apostles who are generous, joyful and Christ-like servants to God, the Church and others so that our students may lead happy and fulfilling lives.



LOWER SCHOOL

In grades one through five, Canyon Heights students grow from beginning readers to fluent, confident students of literature and build their mathematical skills from addition and subtraction to multiplication, division, and beyond. A robust STEM curriculum allows students to cultivate critical thinking skills and an understanding of experimental methodology, while social studies classes foster an understanding of national and international history, culture, and government. As elsewhere in the school, small class sizes mean that faculty may uncover the unique talents, motivations, and circumstances of each student, cultivating a positive self-concept and love of learning. The elementary years are a time of growth and development in which lifelong habits and attitudes are established, and at Canyon Heights, students in first through fifth grade prepare to excel in middle school, high school, and later.

MIDDLE SCHOOL

Canyon Heights' middle school provides students in grades six through eight with a rigorous yet formative environment that promotes adolescent development. Learning from subject-area teachers who work closely with students to build content knowledge and interdisciplinary skills, students develop the skills necessary to thrive in a rigorous college-preparatory high school environment.

Students develop a STEM thinkers through rigorous instruction in mathematics and a sequence of earth, life, and physical science. In language arts, students use the "Shared Inquiry" method to become thoughtful lovers of literature, delving into texts by Shakespeare, Hemingway, and Tolkien. The social studies curriculum builds a familiarity with both world and U.S. history, and religion courses guide students in their understanding of Catholicism. With a focus on Theology and the New Testament in Grade 6, an Introduction to the Sacraments in Grade 7, and Christian Morality in Grade 8, Canyon Heights students strengthen their faith through religious study.



A three-year course in Latin challenges students as language learners, enhancing their English vocabulary, understanding of grammar, and reading comprehension, even as it prepares them to pursue a broad range of foreign language study in high school. Throughout, Canyon Heights provides an atmosphere that supports, teaches, and demands individual responsibility, turning students into confident thinkers and learners.

ARTS

The visual arts and music programs at Canyon Heights guide students to develop a lifelong love of the arts, a sense of their own creativity, and an appreciation for beauty and culture. From preschool through eighth grade, students participate in regular visual art classes, exploring art production, history, and criticism using materials from watercolors to iPads. Students begin with an exploration of fundamentals such as line, shape, and form in the youngest years, delving into more sophisticated elements and principles of design in sixth through eighth grades. Through participation in the music program, Canyon Heights students practice singing and the use of instruments, growing as musicians and music lovers. Older students learn to read and notate music, composing their own original pieces. Annual events such as the Christmas program in all grades, Lower School and Middle School Art and Music Fair, Lower School Spring Production, and Middle School Film Festival provide opportunities for students artists to perform and exhibit their work.

ATHLETICS

In keeping with Canyon Heights' commitment to educating well rounded students, physical education is a consistent element of the school program. In kindergarten through fifth grade, the SPARK



(Sports, Play and Active Recreation for Kids) Physical Education program provides a basis for healthful physical activity. In the middle school years, students participate in team sports including flag football, volleyball, basketball, and running, competing with area schools as part of the Diocesan Athletic League. Designed for all students regardless of ability level, the Canyon Heights athletic program promotes camaraderie, teamwork, discipline, sportsmanship and enjoyment of the sport with the guidance of experienced coaches/mentors.

SCHOOL LIFE

Character education pervades every aspect of the Canyon Heights experience, from the school uniforms, which promote a sense of unity and inclusion, to extracurricular activities such as Student Leadership Council, which allow provide students with the opportunity to take on significant leadership roles. From the Service Campaign Team, which organizes school-wide apostolic events, to the CHA Media Team, which creates an annual students newspaper, students practice working with their peers to take part in bettering the school community.

The Student Leadership Council's Mentoring Team propagates connections across grade levels, organizing a schedule of peer tutoring for students in grades pre-kindergarten through four, while students also benefit from participation in national networks such as ConQuest and Challenge, dedicated to instilling virtue, developing character, and encouraging spiritual growth. At all grade levels, Canyon Heights faculty are intentional in their efforts to develop compassionate leaders who have a deep understanding of social responsibility, the need to serve others, and the skills to accomplish change in our world.



CAMPBELL, CALIFORNIA

Canyon Heights' 9.9 acre campus and 54,736 square feet of school buildings are situated in outside San Jose in Campbell, California, at the heart of California's Silicon Valley. Located in Santa Clara County, just over 50 miles south of San Francisco, Campbell is a primarily residential, suburban community with a population of 42,584. Inhabitants enjoy the areas residential climate and small walkable downtown, which features shops, restaurants, and a beloved year-round farmers' market.

Connected to the surrounding area via Caltrain, Campbell is a popular choice for commuters and young families. While not a major high-tech city like its neighbors, Campbell benefits from Silicon Valley's position as a hub of innovation, with strong property values and a relatively high median income. Campbell is home to thirteen private schools including Canyon Heights Academy.

OPPORTUNITIES & CHALLENGES

The next Canyon Heights Academy Head of School will:

Lead a Diverse and Joyful Community - Canyon Heights Academy families choose the school because it nurtures the whole child – academically, morally, spiritually. Described as “joyfully orthodox,” the CHA community embraces a culture of kindness and respect. Faculty, staff, and CHA families are united by their Catholic faith and embody the cultural richness and diversity of the Bay Area.

Celebrate Catholic Identity - At CHA, Catholic values are at the forefront of the school's identity.



Prayer is woven into the life of the school, and the faculty and staff read from the Gospels each morning. The school employs one full-time and one part-time chaplain and is part of the RC network, which is working actively to connect educators and spread best practices across its schools. Parents are invited to Mass twice weekly before school as well as to special parent education programs and retreats. Parents, faculty and staff point to the school's Catholic identity as vital to the strong sense of community at the CHA.

Continuously Evaluate and Improve the Academic Program - CHA teachers and administrators want to deliver the highest quality academic program. The next head of school will lead the team in assessing the program, establishing benchmarks, instituting best practices, supporting professional development, and setting an expectation for ongoing improvement.

Articulate Strategic Vision - As a relatively young school, CHA has the opportunity to develop a more mature strategic vision. With a strong leadership team in place, including very capable division heads and a new business manager, the next head of school has the opportunity to focus on long-term planning in operational areas such as marketing, development, facilities, optimal staffing, and faculty and staff retention.

Provide Financial Stewardship - The Head of School will be responsible for carefully managing the school's resources. CHA has a modest endowment and has operated in the black for the past five years. The school has some debt to the Legion of Christ, the sponsors of the school, incurred at the school's inception. The Board is currently working with the Legion on a plan to pay down the loan. In collaboration with the business manager and the Board of Directors, the next head of school will look for ways to control costs, increase revenue, and fund the endowment to ensure the long-term financial health of the school.



Upgrade and Manage Facilities - CHA has a long-term facilities lease and has made upgrades to provide a safe, clean, and pleasant environment for students. At the same time, opportunities for facilities upgrades exist, including preliminary plans to build a new auditorium for community gatherings, performances, and athletics. The next head will prioritize facilities upgrades and champion the capital campaign to provide the best possible learning environment for CHA students. Build Brand Awareness - CHA has relied on word-of-mouth and modest advertising to attract families. The next head of school will build brand awareness by representing the school in the Silicon Valley community and communicating the special qualities of the CHA experience.

QUALIFICATIONS & CHARACTERISTICS

- Master's degree in Educational Leadership is preferred.
- Demonstrated experience in leading a similar educational institution to success in achieving its growth plans.
- Experience with the Integral Formation methodology, as implemented by RC Education, is preferred.
- Exceptional leadership and teamwork capabilities.
- Excellent social qualities, a sound character, and a firm and kind manner.
- Excellent and proven people management skills.
- Excellent communication skills.
- Practicing Catholic with an excellent moral reputation, apostolic zeal for working for the Church, whose vocation is to lead, serve, and form the faculty and staff of the school, and to form the next generation of Christian leaders in the Silicon Valley.



- A social conscience, clear moral compass, and impeccable integrity.
- Commitment to student success.
- A fundamentally relational leader who can work with, inspire, and engage all segments of the school community.

A link to a short video about the RC Education can be found here: [RC EDUCATION](#)

To APPLY

Interested and qualified candidates should submit electronically in one email and as separate documents (preferably PDFs) the following materials:

- A cover letter
- A current résumé
- A brief statement of educational or leadership philosophy and practice
- A list of five professional references with name, phone number, and email address of each

Please forward your materials to:

Bob Regan

Practice Group Leader, Catholic Schools Practice
bob.regan@carneysandoe.com

Karen Whitaker

Consultant
karen.whitaker@carneysandoe.com