



A COLLEGE PREPARATORY CHARTER SCHOOL  
FOR BOYS  
WILMINGTON, DELAWARE

*GIVING BOYS A REAL CHANCE FOR A REAL FUTURE*

## SEEKING ACADEMIC DEAN FOR DELAWARE'S FIRST SINGLE GENDER CHARTER SCHOOL

### **The numbers don't lie...**

- 30 percent of children live below the poverty level in Wilmington, De.
- 70 percent of students receive free and reduced lunch in Wilmington, De.
- 44<sup>th</sup> is where Delaware ranks in the nation for producing high school graduates.

Do you believe that a quality education is a boy's best tool for success in America today? Do you believe that a well-structured, highly disciplined, achievement-oriented and supportive environment will save a boy's life and provide him with the best chance for a real future? Have you demonstrated the ability to improve student academic achievement in an urban setting? If you are ready to join a team committed to eliminating the achievement gap without excuse, then Prestige Academy needs you to help lead Delaware's first single gender charter school.

Join a team that will give boys a real chance for a real future.

### **About Prestige Academy**

Prestige Academy is a college-preparatory public charter middle school for boys in Wilmington, Delaware serving students in grades five through eight. Prestige Academy opened in August of 2008 with 103 fifth grade students. We have expanded one grade per year and currently serve 240 students in grades 5, 6, and 7. Grade 8 will be added in the fall of 2011, and we will graduate our first 8<sup>th</sup> grade class in June of 2012. Prestige Academy's mission is to prepare young men in grades 5-8 for admission to and success in demanding college preparatory high schools. In a highly structured, achievement-oriented school culture, Prestige Academy students develop a strong academic foundation in the core subjects and the REAL values necessary for success: Respect and Responsibility, Excellence in Behavior, Academic Mastery, and Leadership. We are seeking a dynamic individual to serve as Academic Dean of Prestige Academy.

### **Location**

Wilmington, Delaware is conveniently located along the Northeast corridor, just 45 min. from Philadelphia, 90 min. from Washington, DC, 60 minutes from Baltimore, 120 minutes from New York City and only minutes from Southern New Jersey.

### **Academic Dean**

The Academic Dean will be responsible for supporting teachers to develop standards-based, rigorous assessments, unit plans, and lesson plans, and to run highly effective, engaging, and achieving classrooms – all to promote strong and measurable student learning. Though it is

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impossible to list all of the roles the Academic Dean will assume, specific job responsibilities are included in the job description attached.

### **Start Date**

An outstanding candidate will begin in a full-time or part-time position by July 11, 2011. The position will become full-time no later than August 1, 2011. The position will remain open until it is filled.

### **Application Process**

We have undertaken an exciting and achievable quest to create a school that ensures urban children are provided with an academic environment that will set them on a path to college and beyond. We are seeking a talented educator with an absolute commitment to increasing student achievement to lead the instructional program of Prestige Academy. We very much appreciate the commitment to students and teaching that is reflected in your taking the time and effort to contact us. Please send a letter of interest and recent resume along with thoughtful responses to the following questions to Jack Perry at: [jack.perry@pa.k12.de.us](mailto:jack.perry@pa.k12.de.us).

- a. Why do you want to work in an urban charter middle school?
- b. How should Prestige Academy evaluate its teachers?
- c. How should you be held accountable as the Academic Dean?
- d. Describe a difficult conversation that you've had to have with either a colleague or subordinate. How were you able to elicit what you believed to be necessary for that person's improvement? What did you do to make sure that you got the outcome that was needed?
- e. What would your role be in maintaining the academic and behavioral culture at Prestige Academy?

*Thank you in advance for your interest in the Academic Dean position at Prestige Academy.*

*Jack L. Perry*

Jack L. Perry  
Executive Director  
[jack.perry@pa.k12.de.us](mailto:jack.perry@pa.k12.de.us)  
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# ACADEMIC DEAN

## PRESTIGE ACADEMY LEADERSHIP TEAM

The Prestige Academy leadership team provides the support and expertise necessary for staff to deliver highly impactful teaching and learning. Academic Deans are not bogged down with non-instructional aspects of school, thus freeing them up to focus on instruction and culture. With supervision and support from the Executive Director, Academic Deans build close-knit teams of teachers focused on rigorous academics and character education. Members of the Prestige Academy leadership team include the Executive Director, Academic Deans, and Dean of Students and Families.

## RESPONSIBILITIES OVERVIEW

Academic Deans work closely with teachers within identified content areas to plan and deliver high-quality instruction, implement classroom management strategies, and continuously assess students' academic and social progress. Academic Deans lead and coordinate interim assessments, data analysis, and on-going professional development (group and individual), and work closely with teachers to set instructional and cultural goals for their own practice, and academic goals for their students. The Academic Dean provides teachers with frequent and accountable feedback on assessment writing, lesson planning, instructional delivery, and student supports.

Prestige Academy is seeking two Academic Deans, both focused on particular content areas (Math/Science and ELA/Social Studies). The ideal candidate is prepared to support, push, and grow teachers in order to ensure a high-quality, results-oriented classroom experience for all students.

- Coordinate with Executive Director to support teachers through instructional modeling, lesson planning, observing instruction, providing feedback and supporting teacher reflection
- Provide hands-on coaching to a content-defined portfolio of teachers
- Observe all teachers daily for brief observations and daily feedback on specific instructional and cultural goals, observe all teachers for a more extended observation at least once per week on the development of rigorous lessons and instruction, and conduct weekly individual meetings to support strategic and accountable teacher growth
- Track and monitor teacher responsiveness to feedback as evidenced by implementation of strategies
- Ensure that the core curricula are implemented with fidelity
- Work closely with instructional staff in establishing positive classroom climates
- Support teachers in establishing effective classroom management systems and developing students'

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positive social behaviors

- Review teacher lesson plans for quality, ensuring standards alignment, rigor, and appropriate differentiation.
- Support teachers in developing and implementing targeted interventions
- Support teachers in the implementation of ongoing assessment data collection and data analysis to support mastery of standards within the content areas
- Support teachers in developing and implementing targeted interventions
- Use coaching tools effectively (classroom observation tools, data sheets, student action plans)
- Support the Student Support Team process with the Executive Director, Special Education Coordinator and other members of the instructional staff
- Support teachers to develop competence in differentiating instruction through modeling, observing, providing feedback and supporting teacher reflection
- Help teachers develop and implement classroom-based, developmentally appropriate interventions for individual students and groups of students to enhance acquisition of social/emotional and cognitive skills

**The Academic Dean will be a vital and strategic member of Prestige Academy's Leadership Team.**

The ideal candidate is excited to take on a high degree of responsibility and deliver for our staff and students.

- Plan and deliver professional development sessions to teachers during summer teacher orientation, weekly dedicated professional development sessions, and during several Data Days throughout the year
- Participate in grade level meetings and ensure fidelity to grade level standards
- Meet weekly with leadership team and share in the duties of running the school effectively
- Take on additional responsibilities as necessary to fulfill Prestige Academy's mission for our students

## **SKILLS AND CHARACTERISTICS**

- Deep belief in Prestige Academy's vision and mission
- Strong modeling of our REAL values: Respect and Responsibility, Excellence in Behavior, Academic Mastery, and Leadership.
- Exceptional instructional and classroom management expertise
- Ability to articulate effective strategies in support of the professional growth of others
- Ability to help teachers create classroom environments that reduce distraction and produce learning
- Experience using data and data systems to make instructional decisions
- Ability to coach others in the use of data to ensure instructional delivery meets the needs of all learners
- Demonstrated content area mastery

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- Passion for teaching and connecting with students and families
- Commitment to academic and personal excellence
- Ability to work as a team player with teachers, faculty, and staff
- Commitment to maintaining a school environment that promotes academics, character, leadership and continuous learning
- Ability to interact professionally with parents, colleagues, staff, Board, and community members
- Willingness to do whatever it takes to support student achievement in under-served communities
- Meticulous organizational ability
- Ability to set priorities, organize workload, handle multiple responsibilities and meet deadlines
- Positive attitude, maturity, and personal stability sufficient for a demanding leadership position

## **EDUCATIONAL BACKGROUND AND WORK EXPERIENCE**

- Three years of lead teaching experience in urban public school with a record of high student achievement
- Prior experience in adult leadership, i.e. coach, dean, grade/content/department leader, asst. principal
- Bachelor's degree from competitive college or university; Master's degree in content area preferred

## **COMPENSATION AND BENEFITS**

- Highly competitive salary w/opportunity for performance pay based on individual/organizational results
- Comprehensive benefits package including medical, dental, vision, short- and long-term disability insurance; maternity, paternity, and adoption leave; and a 403b retirement plan
- Laptop for school and home use and monthly cell phone stipend

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