



PRESENTATION HIGH SCHOOL
San Jose, California

PRINCIPAL
Start Date: July 2022
presentationhs.org



**Carney
Sandoe**
& ASSOCIATES



Mission Statement

Presentation High School is a secondary school for young women whose purpose and direction flow from the teaching mission of the Catholic Church and the educational ministry of the Sisters of the Presentation. This school strives to infuse the entire educational experience with the vision of life found in the Gospels. Each student is challenged to become a woman of faith, dedicated to working with others, intellectually competent and committed to her personal growth.

Vision

Presentation High School is an inclusive community that empowers young women to become fearless and faithful leaders determined to serve the world.

Beliefs

Presentation recognizes the following principles as the foundation upon which all the school's goals, outcomes, programs and procedures are developed and evaluated:

- *Rooted in the belief that every human being is made in the image and likeness of God, Presentation High School commits itself to developing the whole person – her spiritual, intellectual, emotional, aesthetic, psychological and physical powers.*
- *Faith is a gift from God which must be nurtured.*
- *The role of education is to empower young women to make responsible decisions, embrace their responsibility to work for peace and justice, and to assume their full stature in today's society.*
- *The school must be an active institution in the greater community whose students, faculty, and staff embody the motto "Not Words, But Deeds."*

Diversity, Equity and Inclusion Statement

As an all-girls Catholic high school founded on the principles and values of foundress, Nano Nagle and the Sisters of the Presentation of the Blessed Virgin Mary:

- *We believe that all persons have inherent dignity and are made in the image and likeness of God.*
- *We are committed to an inclusive community which promotes respect, loving dialogue, equity, empathy, humility, courage, understanding, and societal awareness, both locally and globally.*
- *We believe that diversity is a blessing that refers to the myriad of personal experiences, values, perspectives, talents, and worldviews that arise from differences in culture and circumstance.*
- *We are committed to creating a diverse learning environment where each student may reflect on their own identity, experiences, talents, and abilities to lead and serve others in a way that is rooted in radical faith, compassion, justice and love.*

All members of the Presentation community are responsible for advancing an understanding of and a respect for diversity as it includes, but is not limited to: ability, age, belief, ethnicity, family structure, gender, gender identity, learning style, race, religion, sexual orientation, and socioeconomic status.

Fast Facts

Founded: 1962

Total students: 628

Students of color: 65%

Total faculty: 65

Faculty with advanced degrees: 78%

Student/teacher ratio: 23:1

Financial aid budget: \$2.4M

Students receiving aid: 22%

Endowment: \$13M



OVERVIEW

Founded in 1962, Presentation High School is a highly regarded Catholic independent school for young women in Silicon Valley sponsored by the Sisters of the Presentation. The school works in partnership with families to promote the spiritual and intellectual development of students, and graduates are expected to be women of faith who live by the motto “Not Words, But Deeds,” capturing its commitment to service to others. “Pres,” as it is affectionately called, believes that the all-female experience allows for increased leadership opportunities, greater empowerment and a stronger perception of self-efficacy. The school is intentional about making every student belong, and there is a deep sense of family and community among the faculty, staff, and students. The school is fortunate to have a beautiful campus and facilities and is proud of its robust academics, competitive athletics and amazing fine arts.

The school is able to provide small class sizes while offering a wide variety of courses, programs and activities that would normally only be seen in much larger schools. Students exude joy and sisterhood, and enthusiastic school spirit fills the halls. A formidable campus master plan has been created which visualizes an extraordinary campus expansion and renovation project.

The school operates in the President/Principal model and now seeks a dynamic, visionary and faith-filled experienced leader to serve as Principal effective July 2022. In this increasingly popular structure, the Principal reports to the President and serves as the day-to-day head of academic operations including all aspects of the student experience – from the classroom to the playing fields, to faith formation and co-curricular programming. This is a premier, high-performing institution that is warm, welcoming and inclusive. The Principal will be expected to maintain this culture while modeling values, fostering community connectedness and supporting the mission and traditions that set this outstanding school apart.



SCHOOL HISTORY

Built on a cherry orchard in San Jose's Willow Glen neighborhood, Presentation High School was founded in 1962 by the Sisters of the Presentation as a single-sex Catholic school for young women. After beginning the school year next door in the St. Christopher School gym, 73 ninth-graders and three faculty members moved into Presentation's new building, marking the start of more than five decades of growth and innovation in girls' education. Presentation will celebrate its 60th anniversary in 2022.

The Sisters of the Presentation were established in the 1700s by Nano Nagle, an Irish woman who secretly rented rooms in the city of Cork to provide an education for Catholic children, who were barred from attending school under the laws of the time. Known as the "Lady of the Lantern" for the guiding light by which she moved through the city streets, Nano Nagle is remembered now as a dedicated and devout educator. In 1854, five Sisters of the Presentation sailed into the San Francisco Bay and went on to found three high schools for young women in the Bay Area. San Jose's Presentation High School is the one remaining school in the region.

THE SCHOOL

Today, Presentation High School is a college preparatory school for girls whose purpose and direction flow from the teaching mission of the Catholic Church and the educational ministry of the Sisters of the Presentation. For almost 60 years, Presentation High School has empowered intellectually competent, creative and confident young women, allowing them to find and develop their own unique voices that will allow them to assume their full stature as citizens of the world.

Presentation welcomes students from 137 area feeder schools, of which 41% are Catholic, 28% private, and the remaining 31% public. 65% of the Presentation community identify as people of color, with large Asian and Latina populations, and 53% of students identify as non-Catholic.



Like larger high schools, Presentation offers a wide variety of classes, clubs and organizations, a competitive athletic program, and a beautiful campus with state-of-the-art facilities. At the same time, Presentation retains a small school feel, as teachers, counselors, and administrators know students by name and classes are enriched by individualized instruction.

Working in partnership with families, Pres is a nurturing environment that encourages the development of the whole person: spiritually, academically and personally. Students, faculty, and staff work to embody the motto “Not Words, But Deeds,” positioning the school as an active institution for peace and justice in the greater community.

ACADEMICS

At Pres, each student is encouraged to think critically, speak and write clearly, and apply her knowledge to 21st century problem solving. Presentation students are taught *how* to think, not *what* to think—giving them the knowledge and confidence to discover their own unique voices and points of view. That confidence, combined with a multi-faceted academic program, instills students with the skills they need for success in college and a career.

The Presentation curriculum is designed to prepare the students for college while helping each individual find the path that best aligns with her strengths and interests. In core subjects such as English and social studies, girls read extensively, learn to express themselves clearly and articulately, and develop an understanding of contemporary global issues: psychology, sociology, and economics. In keeping with the school’s location in the heart of Silicon Valley, Pres students also excel in STEM, with the vast majority of girls taking four years of math and science. The modern language program offers students a chance to study Spanish and French and practice their skills in real time through a dynamic and engaging slate of activities. Finally, the school’s Catholic identity means that every student completes seven semesters of religious studies, including Moral Theology and Social Justice courses. Across disciplines, student growth is cultivated by a dedicated, expert faculty; 78% of Pres teachers hold advanced degrees.

COLLEGE MATRICULATION

Matriculations for the class of 2021 included the following schools, among others:

American University
Barnard College
Boston College
Boston University
Brown University
California Institute of Technology
California State Polytechnic University
Carnegie Mellon University
Chapman University
Cornell University
Fordham University
George Washington University
Georgetown University
Gonzaga University
Howard University
Loyola Marymount University
Loyola University Chicago
Montana State University
New York University
Northeastern University
Oregon State University
Pennsylvania State University
Pepperdine University
Reed College
Saint Mary's College of California
San Diego State University
San Francisco State University
San Jose State University
Santa Barbara City College
Santa Clara University
Sciences Po - UC Berkeley Dual Degree
Seattle University
Stanford University
Texas Christian University
University of California, Berkeley
University of California, Davis
University of California, Los Angeles
University of California, San Diego
University of California, Santa Barbara
University of California, Santa Cruz
University of Colorado Boulder
Villanova University
Yale University



With 34 designated honors and Advanced Placement courses, Presentation offers rigorous learning experiences for students of all strengths and interests, boasting a 79% pass rate for AP exams. Academic support is designed to help students succeed within the school's challenging college preparatory curriculum, and includes a learning specialist, peer tutoring, a dedicated study center, and academic monitoring for students in need of extra support.

Presentation uses a block schedule, allowing for more productivity and participation in the classroom. Classes are 85 minutes long and include lectures, activities for large and small groups, student-led learning opportunities and discussion. State-of-the-art classrooms and technology support this dynamic approach: learning spaces are light, bright, tech-centered and collaborative, and each classroom is outfitted with the latest educational technology, including Zoom-compatible interactive Neat Boards. In concert with best instructional practices, all students at Presentation are issued an iPad loaded with the latest educational tools.

The academic program at Pres is complemented by a comprehensive counseling program modeled after the American School Counselor Association framework for school counseling programs to ensure that all students are supported to the fullest.



Counselors work with students for four years and provide social-emotional support as well as academic advising. The team is committed to helping students create and maintain a well-balanced curricular and co-curricular profile that allows them to reach their goals both academically and personally. Pres also provides a comprehensive college advising program that empowers students to make their own decisions about college and their future. Here, students are taught to value college fit through a thoughtful college search process within the framework of their intellectual interests, personal strengths and career aspirations.

A first in-the-region wellness center was launched in Fall 2021 to improve the health, well-being and educational outcomes of all students. The wellness center provides a safe and supportive environment where students can ask questions, get support or just relax.

99% of Pres students attend college, with 91% going on to four-year colleges and universities.

ARTS AND ATHLETICS

Visual and performing arts are a core facet of the Pres experience, with the school's program regularly receiving national recognition in the form of national championship titles for the dance team, unanimous superior rankings for the Bella Voce choir, and awards for student thespians and orators. Students have the choice of 36 courses in the arts, from graphic design and photography to dance, voice, ceramics and film appreciation. Ample opportunities for performance allow young artists to showcase their skills and build confidence on stage. Each year, Presentation produces three theatrical productions, two choral concerts and two dance shows.



Presentation's students also excel in athletics, representing the Panthers as part of the competitive West Catholic Athletic League. Nearly half of all Presentation students participate in the athletics program, which has produced Olympians, college stars and top-notch professional coaches. Fielding 25 teams in 12 sports, the athletic department plays a key role in teaching young women about leadership, initiative, self-discipline and teamwork. Physical education opportunities include yoga, weight training, instructional swimming and recreational sports, allowing Pres to offer something for athletes of all levels and interests.

STUDENT LIFE

With more than 30 clubs and affinity groups to choose from, Pres students explore new hobbies and hone existing skills outside the classroom. In these inclusive, student-led groups members build community, develop leadership skills and discover themselves. Organizations including the Math & Science Academy, Community Involvement, Speech & Debate, Robotics and the Leadership Academy facilitate growth and advocacy, while an active student council enriches student life through the planning of events, conferences, spirit rallies, dances and mixers throughout the year.

Social-emotional wellness is another important part of life at Pres. To help students build resilience, as well as time management and coping techniques, the student wellness program provides workshops, tools and advice to students as they find their authentic selves and strengthen their social-emotional skills. The program emphasizes practice and patience to help students learn to prioritize their well-being and manage their busy lives.



FAITH AND JUSTICE

Students of all traditions explore and grow in their faith through Presentation's campus ministry program, which guides girls as they become self-confident leaders who use their gifts to serve the world around them. Class-level retreats, school liturgies and prayer services create a community of faith in which the Christian message is integrated with the experience of togetherness, worship and social concern, and each year a liturgical theme provides an area of emphasis for the school community. This year's theme, "Do Small Things with Great Love," reminds the community that as so much is being asked in the midst of the pandemic, we can focus on the small things and remember that every action has meaning and can be done with great love.

Consistent with the school motto of "Not Words, But Deeds," students at all grade levels participate in local and global communities through service commitments, immersion experiences, fundraisers and advocacy projects that help students engage thoughtfully with complex social justice issues. Presentation is recognized for its commitment to Sacred Heart Community Services and charity drives for the local community and the Sisters. Service hours are not required as it is at many schools; rather, service is inculcated into the Presentation experience.



CAMPUS

Located in San Jose's welcoming Willow Glen neighborhood, Presentation High School features updated classrooms that facilitate dynamic student learning. State-of-the-art athletic facilities include an energy-efficient aquatic center and synthetic turf fields. The Athletic Complex, with a gymnasium, weight room, dance studio and athletic training center, provides the ideal home base for student athletes and the professional theater gives students the opportunity to shine. Presentation has also acquired four adjacent residential buildings which are utilized for offices and student programs.



SAN JOSE, CALIFORNIA

Known as the “Capital of Silicon Valley,” San Jose’s one million residents make it the most populated city in the San Francisco Bay Area and the third-most populous city in California as a whole. Home to the headquarters for many major global tech companies, the area is known for innovation. Featuring several neighborhoods with a rich Latino and Asian influence, San Jose is a diverse city with a growing economy.

Within easy access of the city of San Francisco as well as several major airports, San Jose is served by a light rail, Amtrak and the commuter Caltrain. Less than an hour from the beaches of Santa Cruz and a few hours from Yosemite National Park and Lake Tahoe, the area offers plentiful opportunities for outdoor activities. Within the city itself, downtown San Jose offers shopping, professional sports and culture—from the Museum of Tech Innovation to the San Pedro Square Farmers’ Market. The area’s Mediterranean climate means residents expect warm, dry summers and mild winters.



OPPORTUNITIES FOR GROWTH

As Presentation looks forward to celebrating its 60th anniversary next year, the Principal will have the opportunity to shape the next chapter of Presentation by building a strong sense of community with faculty, staff, coaches, program moderators, students and all community members united around the school's mission to empower young women and commitment to social justice. Additional opportunities include:

- Partnering with a dynamic President to build on the school's rich tradition and cast a vision for a modern and inspired all-girls Catholic high school in the heart of Silicon Valley to ensure Pres' reputation in San Jose as the premier all-girls Catholic, independent high school.
- Advancing the priorities of the school's Western Catholic Educational Association plan, which is focused on growth in the areas of curriculum alignment and strategic planning, particularly focusing on aligning all efforts across the school (in academics, finances, governance, co-curriculars and Catholic identity) so that our work flows from one set of strategic priorities, driven by a clear vision.
- A student-centered commitment to health, wellness, diversity, equity and inclusion across all areas of the school. This includes working with faculty and staff to execute Pres' DEI Action Plan, among other initiatives and action plans.



DESIRED QUALITIES AND QUALIFICATIONS

- Collaborative, inspiring and experienced educational leader who excels at building teams and leading faculty.
- A passion for single gender education who can passionately communicate its unique benefits.
- Excellent communication skills.
- An understanding of the importance of equity work and knowledge in supporting that work in a school community.
- An approachable and relational community builder who will be visible on campus and establish connections with students and families.
- Demonstrated alignment and enthusiasm for the Catholic mission and unique charism of the Sisters of the Presentation.
- Total resonance with the mission, vision, and values of Presentation High School and the Catholic education tradition including a demonstrated commitment to diversity, equity and inclusion; a practicing Catholic preferred.
- Demonstrated success as an instructional leader who creates a culture of continuous improvement through ongoing constructive feedback for teachers and counselors.
- Demonstrated ability to inspire, lead, supervise, evaluate and work collegially with a diverse faculty and staff by fostering a culture of equity, inclusion, collaboration, professional development and teamwork.
- A relational leader, self-starter and team player with a sense of urgency who is driven to learn and continually identify and determine the cause of problems; seeks ways to improve professional skills and programs.
- Models and promotes transparent decision-making, has unquestioned integrity and advocates effectively for faculty, staff and students.
- Develops and presents recommendations for modernization of internal systems, and best practice implementation.
- Hiring, evaluating, managing and motivating subordinate staff.
- Demonstrate complete integrity and inspire trust in order to effectively establish and maintain cooperative working relationships within a diverse, multicultural environment and promote and contribute to an inclusive and respectful workplace.
- Strong interpersonal skills to communicate effectively with diverse constituencies, including leadership, faculty, staff, alumnae, parents, volunteers, media, and external stakeholders.
- Demonstrate ability to work successfully with diverse institutional stakeholders.



TO APPLY

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

- A cover letter expressing their interest in this particular position;
- A current résumé;
- A one-page statement of educational philosophy and practice;
- A list of five professional and one personal references - with name, phone number, and email address of each to:

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