
MIDDLE SCHOOL DIRECTOR

The O'Neal School

Southern Pines, North Carolina

July 2012

www.onealschool.org



Summary

Southern Teachers Agency has been retained by The O'Neal School in the search for their next Middle School Director. Founded in 1971, O'Neal is a college preparatory school dedicated to the development of academic excellence, strength of character, and physical well-being of its students in an environment where integrity, self-discipline, and consideration for others are fundamental. Serving 430 students drawn from six counties in the Sandhills region of North Carolina, O'Neal is an institution with a strong history and bright future.

Southern Pines, North Carolina, is appealing because of its temperate climate, local attractions, and central location. One of the premier golf communities in America, Southern Pines also offers easy access to the beaches and mountains of North Carolina. In close proximity to Pinehurst and Aberdeen, the combined population of the area is over 33,000. A friendly and welcoming community, the sandy soil of Southern Pines is the perfect place to put down roots.

The Middle School Director is responsible for the efficient, effective, mission-driven operation of a division enrolling 122 students in grades six through eight. He or she will evaluate and develop faculty, communicate with parents, manage the division's budget, and ensure the effective implementation of the curriculum.

The O'Neal School seeks a highly qualified, experienced, independent school educator to lead its Middle School. In order to be successful, the Director of the Middle School must be a strong communicator and an excellent team player. Moreover, he or she should delight in the company of middle school students!

An appealing opportunity awaits the next O'Neal Middle School Director. The new Director will help create a vision for sharpening traditional academic skills with 21st century tools and will exercise the leadership to make a good middle school faculty even better.

To Apply



**The O'Neal School has selected Southern Teachers Agency
to lead the search for their next Middle School Director.
For application instructions, please see page 6 of this Position Profile.**

The Opportunity

The hallmarks of O'Neal's Middle School are its committed faculty, excellent curriculum, and great students. Families choose to send their children to the school because of its close-knit, supportive environment where there is mutual respect for administration, faculty, students, and parents.

The O'Neal School is a Core Knowledge school and has been named a National Visitation Site by the Core Knowledge Foundation. Founded by E.D. Hirsch, Jr., author of the groundbreaking work Cultural Literacy: What Every American Needs to Know, the Core Knowledge Foundation is committed to the idea that knowledge builds on knowledge and that the more students know, the more they are able to learn. Core Knowledge outlines the precise content that every child should learn in language arts, social studies, mathematics, science, music, and the visual arts and provides clear guidelines in an age-appropriate sequence. The result is that every child in the Middle School receives a rigorous, lively, and coherent education, delivered by committed, highly qualified teachers.



The education that students receive at O'Neal extends beyond content. The focus on character development is indicated by a wide variety of community service opportunities, the recent addition of a Middle School Counselor, and an Honor Code that sets the ethical standards underlying every dimension of school life.

The next Middle School Director at O'Neal will come to an institution with superb facilities, growing enrollment, and clear guidelines and support for moving the division forward.

Performance Objectives

The O'Neal Middle School enjoys strong enrollment and benefits from an experienced and well-credentialed faculty. The next Middle School Director should be a seasoned leader who can analyze the strengths and opportunities that exist in the division and work with colleagues to set a clear vision for the future. As stated in 2011 SACS Accreditation Visit Report, in order to develop a 21st century curriculum, the Headmaster has encouraged the board, faculty, and staff to focus on six areas: (1) *critical thinking*, (2) *communication*, (3) *collaboration*, (4) *creativity-innovation*, (5) *global citizenship*, and (6) *self-direction*. With these in mind, some specific areas will require particular attention from the next Director.

- Engage stakeholders about how best to deliver a modern, global education that is grounded in sound fundamentals, leverages technology, and develops the skills that students will need to succeed in the world they will enter
- Define the Middle School vision for the school-wide technology plan
- Ensure that professional development is available, meaningful, and horizontally and vertically consistent in implementation and approach
- Implement a teacher evaluation program that focuses on goal-setting, innovation, and continual improvement
- Nurture and develop a positive school culture, internally and externally

- Encourage cross-collaboration among teams, departments, and divisions
- Leverage the strengths of the physical plant and the pride people feel in The O'Neal School brand to integrate the Middle School into the whole-school community

The Position

Responsibilities

Under the general direction of the Headmaster, the Middle School Director is responsible for the day-to-day operations of the Middle School.

Though no list can be absolutely comprehensive, the principal duties and responsibilities of the position are:

- To operate the division in accordance with The O'Neal School mission statement
- To ensure the smooth operation of the Middle School
- To evaluate faculty and assist them with their professional growth
- To maintain and control the division budget
- To communicate effectively and regularly with parents, students, and faculty
- To work with the department chairs and faculty to ensure the implementation of an effective and progressive instructional program
- To maintain and provide a safe and secure learning environment
- To meet regularly with other division directors and school administrators



Qualifications and Experience

The O'Neal School is looking for a Middle School Director who is a champion for middle grades learning practices and who can effectively lead faculty, educate the whole child, and partner with parents. Specifically, they are looking for candidates with the following experiences, qualifications, and skills:

- A master's degree
- At least five years of experience as an independent school administrator
- Excellent verbal and written communication skills
- Attentiveness to detail
- Facility with relevant computer software including email, Excel, and Word
- Excellent customer service skills and the ability to relate to parents and colleagues
- Analytical problem-solving abilities
- Good judgment in decision making, including the ability to determine when discussion with the Headmaster is necessary

- Ability to work independently
- Punctuality, efficiency, and superb work ethic
- Honesty, integrity, and discretion, particularly regarding matters of confidentiality

All employees at The O'Neal School must submit to and pass a pre-employment drug screening and background check.

The School

History

Officially founded in 1971 by a group of parents, the Wallace O'Neal Day School opened with three teachers and 35 students in grades four through six.

The Meyer family donated 40 acres of land along Airport Road to the school with the request to name the school after their recently deceased son-in-law, Wallace O'Neal. The school was incorporated as Sandhills Independent Day School doing business as Wallace O'Neal Day School.

More grades were added in succeeding years, until students were enrolled in grades one through twelve in 1976. The faculty had grown to 23 teachers by 1977, when the first Advanced Placement courses were instituted. Kindergarten was added in 1980, and pre-kindergarten was introduced in 1987.

In 1995, the Core Knowledge Curriculum was implemented for kindergarten through eighth grade, and O'Neal became a national visitation site for other schools looking to implement the program.

The last 12 years have seen a significant improvement of the school's physical plant. These improvements include the additions in 2000 of the new Upper School (Meyer Hall); in 2002 of a multipurpose facility housing administration, a dining commons, a library, a computer lab, and two art studios (Bradshaw Hall); in 2008 of the new Lower School (McMurray Hall); and in 2009 of a building housing a second gymnasium, a 250-seat theater, classrooms, and workout facilities (Hannah Marie Bradshaw Activities Center).

The O'Neal School continues a proud tradition of educating the whole child and is committed to providing the faculty with the resources and facilities necessary to make this a reality.

AT A GLANCE

Founded: 1971
Grades: PK3-12
Total Enrollment: 430
LS Enrollment: 153
MS Enrollment: 122
US Enrollment: 155
Boys: 47%
Girls: 53%
LS Diversity: 15%
MS Diversity: 10%
US Diversity: 7%
Students Receiving Aid: 25%
Need-based Financial Aid: \$777K
Faculty: 60
Female Faculty: 77%
Male Faculty: 23%
Student/Faculty Ratio: 14:1
Average LS Class Size: 12
Average MS Class Size: 18
Average US Class Size: 15
Average Faculty Experience: 15 years
Faculty with Postgrad Degrees: 73%
Highest Tuition: \$15,200
2011 Median SAT M+R: 1115
Accreditation: 201 (SACS/SAIS)
Endowment: \$1.4M

Student Profile

The O'Neal School enrolls 430 students in grades prekindergarten through twelve. Students are drawn primarily from the six counties surrounding Southern Pines and Pinehurst and represent a broad range of socio-economic backgrounds.

Virtually all O'Neal students are actively involved in the school's extensive extracurricular, athletic, and community service programs. Leadership opportunities exist through the Prefect Leadership Program, student government, honor council, Key Club, Model United Nations, and O'Neal Volunteers.

In 2011, the median SAT score (Math + Reading) was 1115; the average ACT score (composite) was 25. Over the past three years, students have matriculated at some of the finest schools in the eastern United States, including Duke University, Princeton University, Savannah College of Art and Design, the University of North Carolina at Chapel Hill, the University of Virginia, and Wake Forest University.



The Middle School serves 122 students in grades six through eight. Each grade is divided into two sections, and the average class size is 18 students. Middle School students regularly compete and place highly in the Duke Talent Identification Program (TIP), Math Counts, The National Latin Exam, Moore County Young Authors Competition, the National Geography Bee, and the Science Olympiad.

Faculty Profile

The Middle School faculty is comprised of 20 faculty members, 75% of whom have completed post-graduate studies. About 25% of faculty members have been teaching at O'Neal for over 10 years.

The Middle School curriculum emphasizes a traditional, structured program of academics, athletics, fine arts, extracurricular activities, community service, and special events for the whole child. Teachers seek to know and to understand their students as individuals and to provide them with the challenges, encouragement, and support they need to grow intellectually and personally.

Headmaster Profile

Alan Barr is currently in his third year as Headmaster at The O'Neal School. A graduate of Hampden-Sydney College in Virginia, Mr. Barr started his teaching career in the Richmond area before beginning a thirteen-year stint at Kenston Forest School in Blackstone, VA. At Kenston Forest, he was a social studies teacher, the Upper School Head, and eventually the Headmaster. During this time, he earned his Master's degree in Educational Leadership. After serving as Headmaster at Trinity School of Midland, TX, Mr. Barr became the 6th Headmaster at The O'Neal School in 2009.

The Community

Southern Pines is located in Moore County in the area of North Carolina known as the Sandhills. Incorporated in 1887, the town currently has a population of approximately 11,500 that represent a diverse population of retirees, active military personnel, working families, and professionals. The moderate climate makes outdoor activities possible 12 months of the year.



Southern Pines is perhaps best known for its abundance of championship golf courses, including Pinehurst Resort, which has hosted the PGA Championship, the Ryder Cup, the US Open Golf Championships, and the women's US Open Golf Tournament.

The economy of Southern Pines balances manufacturing, tourism, health services, education, and retirement living. Southern Pines has a vibrant downtown area with many first-rate shops and restaurants. Its central location makes Southern Pines convenient to both the Appalachian Mountains and the Atlantic seashore.

Application Process and Timeline

For most thorough consideration, applicants for the Middle School Director position should submit the following:

- A Southern Teachers Agency application, available at www.SouthernTeachers.com
- A cover letter describing their interest in pursuing this position at The O'Neal School
- A current resume
- A statement of educational philosophy
- A list of references from present and recent administrators

Applications should be sent via email to

Mr. Jamie Estes
Estes@SouthernTeachers.com

Timeline

Initial interviews with the consultant at Southern Teachers Agency will be ongoing. Semifinalists will interview in February, and finalists will interview in March. Selection of the Middle School Director will be made by mid-March. The new Middle School Director will begin work on July 1, 2012.