
UPPER SCHOOL PRINCIPAL

Porter-Gaud School

Charleston, South Carolina

July 2012

www.portergaud.edu



Summary

Southern Teachers Agency has been retained by Porter-Gaud School for the search to find their next Upper School Principal. Porter-Gaud School was originally established in 1867 by the Reverend Anthony Toomer Porter to educate children orphaned during the Civil War. Today, Porter-Gaud serves approximately 900 boys and girls in grades one through twelve on an 80-acre campus on the banks of the Ashley River, just minutes from downtown Charleston. On separate, nearby campuses, the O'Quinn Schools of Porter-Gaud serve another 640 students from two-years-old through kindergarten. Steeped in history and tradition, Porter-Gaud School is an institution committed to its mission:

Porter-Gaud is an Episcopal, coeducational, independent, college preparatory day school. We acknowledge the sovereignty of God, recognize the worth of the individual, and seek to cultivate a school community that endows its citizens with a foundation of moral and ethical character and intellect. Porter-Gaud fosters a challenging academic environment that honors excellence in teaching and learning, respects differences, expects honesty, and applauds achievement. The school strives to create an environment that nurtures and protects what we value most in our children: their faith, their curiosity, their talents, their integrity, their humanity, and their dreams.

Guided by an exceptional faculty in a vibrant campus environment, students at Porter-Gaud discover the interests, talents, and passions that will define their futures. During their time at the school, they develop the discipline that will serve as the foundation to their success academically, professionally, and personally.

Porter-Gaud School seeks a seasoned professional with exceptional leadership abilities and interpersonal skills. In particular, the school is looking for candidates who have the ability to develop and maintain relationships and who employ a management style that allows them to work effectively with diverse groups of constituents, sometimes under stressful circumstances. The best candidates will be able to formulate and articulate effective strategies for professional development, staff evaluation, student discipline, and collaborative approaches to enrollment management. Finally, the school seeks a person with unquestioned integrity who is excited about Porter-Gaud School, Charleston, and contributing as a visible and active participant in the life of this community. In a continuing effort to increase the racial, ethnic, and religious diversity of its staff, Porter-Gaud welcomes applicants from a broad range of backgrounds.

To Apply



**Porter-Gaud School has selected Southern Teachers Agency
to lead the search for their next Upper School Principal.
For application instructions, please see page 7 of this Position Profile.**

The Opportunity

Porter-Gaud is a mature school that intertwines a tradition of academic integrity with innovative ideas and a clear vision for the future. Its mission statement encourages conversations about character.

With its college-caliber facilities situated on a safe, comfortable, 80-acre campus, Porter-Gaud School offers an atmosphere conducive to learning.

Programs and curricula at Porter-Gaud offer rich and broadly based opportunities for academic achievement, for character development, for service to the larger community, and for athletic and artistic development.

An intrinsically motivated, extremely hard working faculty approaches each student as an individual. The administration supports the teachers with the resources that allow them to make instruction their focus, to explore new modes of instruction, and to develop professionally. The administration and the faculty are united in understanding that their mission is to help students realize their potential.



Students display a tangible pride in being a member of the Porter-Gaud community, and then participate in a culture of collaboration and shared success.

Performance Objectives

The former Upper School Principal transitioned into the role of Academic Dean this school year, and the division is currently being led by an Interim Principal. Porter-Gaud seeks its next leader to build on an excellent foundation. Specifically, the next Upper School Principal will work with the administration and faculty on making progress in the following areas:

- Harnessing the passion of the Upper School faculty in order to improve curriculum and create a culture of growth and innovation
- Continuing to develop mission-appropriate student-life programs
- Cultivating a global orientation that allows students to gain a broader perspective on their world
 - by encouraging a more cross-disciplinary approach to teaching and curriculum development
 - by exploring opportunities abroad
 - by capitalizing on global resources
- Moving the division towards more student-centered education while respecting the most tried and true methods of traditional teaching

- Expanding the application of technology in the classroom
- Creating an inclusive and diverse community of learners
 - by increasing diversity through assisting the admissions department in outreach and marketing to underrepresented groups
 - by addressing a widening gap between top students and their peers
 - by working towards the goal that all students will be able to attend the college of their choice

The Position

Responsibilities

The Upper School Principal reports directly to the Head of School and is supported by the Dean of Students, the Director of College Counseling, the Registrar, the Director of Community Service, Learning Services, the Upper School Counselor, Department Chairs, as well as an experienced and superb Upper School faculty.

The Principal's responsibilities include:

- primary responsibility for the Upper School, the largest of Porter-Gaud's three divisions, enrolling 340 students in grades 9-12
- managing the day-to-day operations of the division and the activities of its faculty and students
- academic leadership for the Upper School and fostering an active, open, cooperative learning environment
- communicating and interacting effectively with parents
- maintaining continued faculty excellence through support of faculty professional development and growth
- leading the Upper School administrative team and facilitating their effective interaction

The Principal also:

- serves as a trusted advisor to the Head of School as part of his Administrative Team
- serves as the advocate and champion for the faculty
- fosters an Upper School environment that furthers the school's traditions of achievement and pride
- serves as an exemplar—for students and the community—of adherence to the school's ideals by demonstrating self-evident integrity, honor, discipline, energy, and enthusiasm
- grows and nurtures cohesiveness and trust in the Upper School
- understands and supports Porter-Gaud's rich Episcopal identity
- maintains a visible presence in the school's wide-ranging extra-curricular activities



Qualifications and Experience

Porter-Gaud School seeks a seasoned independent school professional to lead this division. Specifically, the school seeks candidates who have:

- experience as both a classroom teacher and school administrator, preferably in an academic leadership role
- strong academic preparation and an understanding of an Upper School, college preparatory curriculum
- skill and sensitivity in guiding students through their academic choices and in overseeing their academic experiences
- the knowledge and intuition to serve as a resource for enrichment and problem solving on day-to-day issues
- the ability to facilitate effective interactions among members of the faculty and the administrative team
- excellent communication skills
- the willingness to be accessible and visible
- high energy, enthusiasm, and unquestioned integrity
- loyalty to the institution, the mission of the school, and its Episcopal identity
- satisfaction in engaging in generative reflection and discussion
- a love of young people and working with their parents
- a natural delight in hard work; at times long hours; and in working with intelligent, thoughtful people every day

The School

History

Porter-Gaud is an Episcopal, coeducational, independent, college preparatory day school with an approximate enrollment of 900 students in grades one through twelve. Located on the banks of the Ashley River in Charleston, South Carolina, Porter-Gaud can boast of over a century of experience in preparing students for college and guiding them through their formative years to maturity.

The school as it exists today was created in 1964 when three distinguished schools—Porter Military Academy, founded in 1867; the Gaud School for Boys, founded in 1908; and the Watt School, founded in 1931—merged to form Porter-Gaud. Originally founded as the Holy Communion Church Institute, by the Episcopal Reverend Anthony Toomer Porter, Porter Military Academy was designed to educate children who had been orphaned or impoverished by the Civil War. The Gaud School, established by William Steen Gaud, attained a position of eminence among southeastern preparatory schools. Under the leadership of its founder, Mrs. Ann Carson Elliott, the Watt School also earned a reputation for excellence as a coeducational primary school.

The 1964 merger that created Porter-Gaud also began the school's move from its campus in downtown Charleston to its present location on the banks of the Ashley River. Today, that location provides the setting for a campus with college-caliber facilities that establish an atmosphere for learning. The school began admitting girls in 1975 and, in 2008, expanded through the acquisition of the O'Quinn School, a pre-eminent preschool and kindergarten that serves on two campuses over 640 children from two-years-old through kindergarten.

With roots in the Episcopal tradition and a history of excellence, Porter-Gaud matches academic freedom with academic integrity. The faculty combines a traditional curriculum with innovative delivery, taking the practices of this Charleston independent school into the 21st century. One example of this approach is computer science chairman Doug Bergman's entrepreneurial computer science program. Bergman was one of eleven teachers honored at the 2011 U.S. Innovative Education Forum for his creative use of technology in student learning.

Although academically competitive, the school's culture is distinctively collegial and collaborative, marked by the sense of trust that students, faculty, parents, and administrators all extend to one another. Students are proud of their affiliation with Porter-Gaud School. This pride is one of the great strengths and resources of the institution.

Episcopal Identity

Episcopal schools have a long and rich heritage of academic excellence. They affirm the value of the spiritual dimension of learning, while simultaneously grounding their efforts in academic excellence. By integrating faith and reason, Episcopal schools combine rigorous and free intellectual inquiry with an unapologetic proclamation of faith in a loving God.

Porter-Gaud School's strong Episcopal identity is rooted, as it has been since 1867, in a respect for other faiths. By adhering to its Episcopal traditions while at the same time respecting other faiths, the school is able to create a climate of respectful dialog.

The religious studies curriculum is offered for all grade levels and is as fully rigorous as any other academic course. Attention to the formation of moral character begins in the Lower School and continues throughout a student's twelve years at Porter-Gaud.

Porter-Gaud employs three chaplains, one in each division. In addition to their academic responsibilities, they lead weekly chapel services for students. The school also offers a Jewish Life program in Middle and Upper Schools, which reflects Charleston's large community of Jewish families.

Student Profile

The Upper School enrolls 340 students in grades 9-12. Upper School students represent 17 different denominations, and they all regularly attend either chapel services, parallel meetings of the Jewish Life program, or programs that appeal to both groups.

Students participate in clubs (97%), play on competitive sports teams (85%), are active in 19

AT A GLANCE

Founded: 1867

Grades: 1-12

Total Enrollment: 903

Boys: 62%

Girls: 38%

Diversity: 11%

Students Receiving Aid: 21%

Need-based Financial Aid: \$1.8M

Faculty: 93

Student/Faculty Ratio: 10:1

Average LS Class Size: 16

Average MS Class Size: 18

Average US Class Size: 13

Average Faculty Tenure: 8 years

Average Faculty Experience: 16 years

Faculty with Postgrad Degrees: 60%

Highest Tuition: \$18,610

2011 Median SAT M+R: 1262

Participation in Clubs: 97%

Participation in Sports: 85%

Accreditation: 2008 (SACS)

Endowment: \$10M

different community service programs (70%), and embrace the arts with enthusiasm.

In 2011, the average SAT score (Math + Reading) was 1262; the average ACT score (Composite) was 26. If the experience of the class of 2012 matches their predecessors, 100% of the graduating class (86 students) will attend a four-year college or university.

Over the past three years, students have matriculated not only at excellent southern institutions like The University of the South, Davidson College, Duke University, Rice University, Wake Forest University, and the University of North Carolina at Chapel Hill, but also at prestigious colleges and universities across the nation, such as Dartmouth College, Barnard College, Johns Hopkins University, Princeton University, Yale University, and The Massachusetts Institute of Technology.



Faculty Profile

The Upper School faculty is comprised of 37 faculty members, about two-thirds of whom hold a post-graduate degree. Class sizes are small, averaging only 13 students per class. The faculty's ability to combine tradition with innovation may be due in part to its composition: nearly 25% of the faculty have over 30 years of experience while 40% have between 1 to 10 years' experience.

The faculty's academic mission is supported by a variety of resources. Instructional materials and technology are readily available. Professional development is encouraged and financially supported. The tuition remission program extends the benefits of a Porter-Gaud education to faculty children. New faculty members are integrated into the community through one-on-one mentoring.

Head of School Profile

D. DuBose Egleston Jr. became the Head of Porter-Gaud in 2010. His ties to Porter-Gaud are multi-generational: his great-grandfather graduated from Porter Military Academy in 1897, his grandfather was Chair of the Science Department for sixteen years, and the school's highest award for science achievement is endowed by the Egleston family.

Mr. Egleston also brings a uniquely broad and detailed understanding of the school, beginning with his experiences as a student, and including his service as Director of Technology (2000-2007), as Assistant Head for Finance and Operations (2007-2009), and as Interim Head of School (2009-2010). As Interim Head, he demonstrated his capacity for empathetic communication and capable leadership with students, faculty, staff, parents, and alumni.

Mr. Egleston, Porter-Gaud Class of 1993, holds a B.S. from Furman University and an M.B.A. from The Citadel. He worked for the South Carolina Department of Natural Resources, and then as an Academic Computing Specialist at Furman before returning to Porter-Gaud in 2000.

School Finances

Porter-Gaud's audit from last year was praised as one of the strongest in its history. At a time when many schools have seen their endowments shrink, Porter-Gaud's has almost doubled since 2008 while adding \$1M to financial aid. The resources available to teachers for professional development and for classroom materials are mentioned often as a great strength of the school.

The Community

Charleston, the oldest city in South Carolina, has been ranked as the best city in America, according to *Conde Nast Reader's Choice Awards 2011*. World renowned for its history, architecture, cultural offerings, coastal environment, and outstanding restaurants, Charleston is also host to the MOJA Arts Festival and to the famous Spoleto Festival. In 2011, *American Style Magazine* named it one of the nation's top five arts destinations.

Charleston is unique; it is part of a vibrant tri-county area of 700,000, yet remains a small college town. Etiquette expert Marjabelle Young Stewart called it the "best mannered" city in the United States. Mild winters and long summers make possible year-round enjoyment of the city's world-class golf courses and miles of unspoiled beaches and marshes. On average, Charleston residents enjoy over 240 days of sunshine each year.

Charleston's prosperity has historically been supported by the Port of Charleston, which continues to be among the most active shipping centers in the nation. Yet Charleston also looks to the future with its embrace of technological innovation, particularly in computer engineering and biomedical technology.



Application Process and Timeline

For most thorough consideration, applicants for the Upper School Principal 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 Porter-Gaud 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

Diversity Statement

Porter-Gaud School is committed in increasing the racial, ethnic, and religious diversity of its faculty and staff. The school welcomes applicants who will bring additional and innovative dimensions to the school's teaching mission. In accordance with law, Porter-Gaud School is an equal opportunity employer and hires without discrimination on the basis of race, color, religion, national origin, sex/gender, age, or disability.

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 Upper School Principal will be made by mid-March. The new Upper School Principal will begin work on July 1, 2012.