Dear applicant,

Congratulations on taking this, the first step, in considering a ministry with Resurrection College Prep High School.

Since 1922, Resurrection College Prep High School has been focused on developing strong, capable women. As the largest all-girls school on the north side of Chicago, Resurrection offers a rigorous and challenging education for all students in a supportive environment. Resurrection is large enough to offer a broad curriculum where the needs of all students can be met, from the most challenging Advanced Placement classes to available learning support services.

Resurrection’s block schedule allows for in-depth learning and the opportunity for students to participate in a wide variety of clubs, service and academic activities, athletics and fine arts. Students are safe to be themselves, to celebrate their unique traits, ethnicity and religious backgrounds and to explore and to take risks in an environment that champions the leadership and potential of each girl as she prepares for her future. Rooted in the teachings of the Catholic faith and the school’s motto Charity & Truth, each student is encouraged to make a difference in the world through service and leadership. At graduation, Resurrection students are confident, healthy, well-rounded and college ready.

Contained within this portfolio is specific information on the position of Assistant Principal as well as insights into the specific programs under the support of the Assistant Principal. We are seeking an innovative, dynamic, and self-directed leader dedicated to the formation of young women in the Truth of the Gospel and to the support of the vocation of educators ministering in this Catholic high school!

The final page contains specific information for those wishing to submit credentials for consideration. Please feel free to contact me with any questions. Until then, I remain yours in Charity and Truth,

Richard J. Piwowarski, PhD
Principal
Mission

Resurrection College Prep High School is a Catholic Christian community dedicated to the education of young women, and to the development of their God-given talents. Convinced of God’s unconditional love and nourished by the Risen Lord, Jesus Christ, we are committed to the spiritual, ethical, intellectual, physical and social growth of our students.

Sponsorship

Resurrection College Prep High School has been sponsored by the Sisters of the Resurrection for the past 98 years. The order was founded in Rome in 1891 by Blessed Celine Borzecka and her daughter Mother Hedwig, and the Sisters began their educational ministry in the United States in 1900 when Sister Anne Strzelecka, C.R. opened Resurrection College Prep High School in 1922. Central to the Sisters’ mission is the transformation of society by uplifting women through education. Since its founding, Resurrection has enabled thousands of alumnae to reach their full potential and become leaders of Charity and Truth. Today, Resurrection incorporates cutting-edge academic programs and activities that prepare young women for success in college, career, and life.

When the Sisters of the Resurrection recognized that the dwindling number of Sisters would make it impossible for them to continue operating Resurrection College Prep High School, the Christian Brothers of the Midwest generously stepped forward to welcome Resurrection into their Lasallian network of schools and an announcement was made in May 2019 regarding the sponsorship transition. As the transition nears completion, we celebrate that Resurrection College Prep High School will be a Lasallian school in the Resurrection tradition to honor the school’s past, present, and future.

Lasallian education enriches the whole person through teaching, technology and the development of the student’s cultural, intellectual, physical, social and spiritual well-being. Lasallian education centers on Catholic values and personal relationships, emphasizing academic excellence, faith formation, inclusion, respect for the individual, service and social justice. Lasallian education is rooted in the mission of Saint John Baptist de La Salle, patron saint of teachers, who founded the Institute of the Brothers of the Christian Schools (De La Salle Christian Brothers) more than 300 years ago. De La Salle transformed education by forming a community of educators with whom he developed a spirituality of teaching and learning, to give a human and Christian education to young people, especially the poor. Today, the De La Salle Christian Brothers and Lasallian Partners continue to respond to students through advancements in teaching, technology and scholarship. In Lasallian communities, educators touch hearts, stimulate minds and cultivate leadership to prepare students for life, work and service to society and the Church.

Motto and Logo

“Caritate et Veritate.” The motto has been and continues to be central to the values and philosophy of Resurrection College Prep and is part of the Resurrection approach to education. The motto has been etched into all logos and documents of the school from the very beginning of the school’s founding in 1922. By expressing and celebrating the words “Charity and Truth” we acknowledge that God’s love for us is merciful and unfailing. The truth is that God’s love for us is unconditional and from that love we express God’s love and charity through our own actions. As the Resurrection community, we believe that God calls us to work together for the
resurrection of society, bringing His life and love to all and we represent the Resurrection in this manner.

**Resurrection Value Proposition**
Resurrection staff and faculty believe in empowering young women to make a difference in our world. The Resurrection Value Proposition incorporates the five pillars of the Resurrection Mission Statement (*intellectual, spiritual, ethical, physical, and social growth of our students*) and the Resurrection Vision Statement.

**Intellectual Rigor - Challenging Academics in a Supportive Environment**
Since 1922 Resurrection has been educating young women and preparing them for success in college, career, and life. Resurrection understands how girls learn best. Whatever their academic abilities or needs, Resurrection’s different levels of learning ensure that all students are academically challenged and supported. Students are taught to be critical thinkers, intellectual risk takers and problem solvers in a rapidly-changing world. Resurrection offers students in-depth learning opportunities through block schedules, Advanced Placement courses, travel, clubs, and honor societies and students are encouraged to explore future careers through the Practicum Job Shadowing Program.

**Spiritual Growth – Caritate et Veritate**
Resurrection devotes attention to the spiritual development of its students, as a close relationship with God leads to a deeper sense of self and gives them the building blocks to make a difference in their families, workplaces, communities and world. Resurrection students are taught to embody the school motto *Caritate et Veritate* (Charity and Truth).

**Ethical Development – Making a Positive Difference as a Global Citizen**
As today’s young people become adults, they will face great challenges. Resurrection provides young women with the moral compass to guide them to thoughtful and just solutions and to be responsible and compassionate members of the global community.

**Physical – Well-being and Well-rounded Development**
Resurrection encourages girls to explore new academic interests, participate in athletics, demonstrate leadership, and develop healthy life-long habits. Resurrection creates opportunities for students to stretch beyond their comfort zone and ensures that students have access to a variety of sports, clubs, fine arts and other activities. With 12 competitive sports, over 30 clubs and 11 honor societies, there is something for every girl.

**Social Growth – Leadership, Friendship & Mentorship**
Through classroom experiences, extracurricular activities and mentoring programs, Resurrection students are encouraged to develop personal interests, leadership opportunities and life-long friendships. Our alumnae base provides students with examples of and access to strong, accomplished role models. Alumnae nurture and share through mentorship in the Practicum Job Shadowing Program, during Alumnae Career Days and as speakers and visitors to classes and clubs.
The young women of Resurrection College Prep High School are prepared for the future. They are given the opportunities, support, and resources to continue to:

**Discover**
- Their identity as strong, capable women
- Their voice and their calling
- Their passion and their potential
- Their gifts and their strengths

**Participate**
- In Catholic Christian studies
- In academic pursuits
- In athletics and the arts
- In healthy lifestyles

**Succeed**
- In attaining personal and professional goals
- In promoting a hopeful future
- In celebrating the differences among us

**Serve**
- One another in Charity and Truth
- The needs of the larger community
- As women of faith

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**Specific information on areas under the support of the Assistant Principal for Curriculum and Academics**

**Mother Celine Scholars**
The Mother Celine Scholars Program is open to all invited students who aspire to challenge themselves, develop their critical thinking skills, and have the determination to excel in their academic and future career pursuits. In addition to the promotion of rigorous Honors and AP courses, the program provides opportunities that focus on teamwork and problem-solving skills, promotes collaborative relationships between students and faculty, cultivates talent for research and inquiry, engages its members in the intellectual life of the Resurrection Community, and promotes leadership and service to the community in imitation of Jesus Christ. An Honors diploma is awarded upon graduation.

**General Counseling**
General Counseling, both social/emotional and academic in nature, is provided to each student according to her own needs while maintaining a philosophical grounding in the American School Counselor Association model. Collaborating with other stakeholders to promote student achievement, professional school counselors address the needs of all students through prevention and intervention programs that are a part of a comprehensive school counseling program. Incorporating leadership, advocacy, and collaboration, professional school counselors promote equity and access to opportunities and rigorous educational experiences for all students. Professional school counselors support a safe learning environment and work to safeguard the human rights of all members of the school community.

**Rankin**
Recognizing that each student has God-given talents and a unique learning style, The Rankin Academic Support Program will assist students in developing the skills and strategies necessary
to build on their strengths, reach their academic potential, and become independent learners. The program also provides for reasonable accommodations and modifications that will enable students to be successful in their course of study.

**Academic Council**
Resurrection College Prep High School’s Academic Council is an advisory body to the Principal. Comprised of Curriculum Coordinators representing each academic department, this group of skilled educators takes part in the research, data review, and discussion that informs the academic decision-making process at Resurrection. The scope of the Academic Council ensures that RCPHS’s curriculum remains up-to-date and relevant, is competitive with the curricula of other schools both inside and outside of Chicago and is characterized by a progressive approach that incorporates the development of 21st-century skills.

Additionally, this council will offer input on student assessment and evaluation initiatives, faculty evaluation and professional development processes, and academic policies of the school in general. Whether meeting about day-to-day topics or the building goals for the year, the Curriculum Coordinators share information discussed at Academic Council meetings with the members of their department during their respective monthly departmental meetings. The effectiveness of the Academic Council allows faculty and administration to operate, as a collective team, to best serve the needs of their school population. In summary, the Academic Council is the advisory body that ensures that RCPHS remains the premier all-women’s, Catholic, 9-12 academic institution in Chicago.

**STREAM**
STREAM is a mission-centered approach to teaching Science, Technology, Religion, Engineering, Art, and Math. Students will make connections across each of these disciplines with an emphasis on scientific observation, technological exploration, artfully engineered design with a focus on solving relevant, real world problems, all grounded in a Catholic world-view. We posit that a STREAM program is a transformative catalyst for creative problem solving.
Title: Assistant Principal for Curriculum and Academics

Relationships: Collaborates with, is supported by and directly reports to Principal. Collaborates with members of the school Administration. Supports, cultivates, and mentors curriculum coordinators, faculty and students.

Summary
The Assistant Principal for Curriculum and Academics is delegated primary responsibility by the Principal for those areas in the academic program that deal with curriculum (collaborating on its development and its integration at the department and classroom levels) and student academic affairs (collaboration on student progress monitoring and student academic interventions).

Areas of primary direction include departmental and school-wide curriculum development and monitoring, student academic placements, curriculum related tasks and student academic matters.

Areas of shared responsibility include faculty and curriculum coordinator development and the guidance of the academic and student services departments.

Areas of shared direction include the supervision of the learning environment, school culture/climate, and the fostering of the mission of Resurrection College Prep High School.

Qualifications

Dispositions: The successful candidate will aim to mediate a Catholic culture within the school faith community; communicate Catholic moral and intellectual values; demonstrate precision, accuracy, self-direction and collaboration in all areas of responsibility; develop joyful and professional interpersonal relationships with stakeholders; and view their service as a vocation that is grounded in truth, charity, hope and joy.

Experience: The successful candidate will possess at least five years of experience in an accredited secondary school. Successful candidates should have demonstrated experience developing and fostering collaborative and dynamic relationships with stakeholders, developing technical skills with adults in a secondary school setting, and fostering a secondary school learning environment aimed at continual student growth. Previous experience as a department chair, program director, teacher leader/mentor, post k-12 faculty, or measureable leadership in curriculum and professional development of faulty is essential. Experience gained in a Catholic setting significantly strengthens the application.

Education and licensure: The successful candidate must possess a graduate degree as well as valid State of Illinois (or state with appropriate reciprocity) professional educator licensure with the Principal endorsement. An earned doctorate (Ph.D./Ed.D.) as well as an emerging track-record of contributions (publications, presentations, poster sessions, etc.) to professional organizations (Association for Supervision of Curriculum and Development, National Catholic Educators Association, etc.) significantly strengthens application.
**Curriculum**
In collaboration with the Principal, the Assistant Principal for Assessment, Instruction and Technology, and the Curriculum Coordinators, the Assistant Principal for Curriculum and Academics will
1. Design and coordinate curriculum development and review process following the Understanding by Design model, ensuring that review and revision of curricula is aligned with the UbD model and is informed by relevant research and demonstrated student need.
   a. Evaluate and oversee the updating of scope and sequence, UbD units, course syllabi and course materials.
   b. Make evidence based recommendations regarding professional learning opportunities related to curriculum and execute a series of internal professional development opportunities.
2. Collaborate to ensure the school’s overall academic goals are promoted and integrated within and across departments
3. Develop, guide, and support curricular innovation, including the development of new courses, the modification of existing courses, and the development and supervision of interdisciplinary initiatives (i.e. STREAM program, Business Program)
4. Serve as a liaison between faculty and Curriculum Coordinators in need of administrative supports surrounding curriculum.

**Academics**
In collaboration with the Principal, Dean of Students, and members of the Student Services Team, the Assistant Principal of Curriculum and Academics will
1. Provide administrative guidance and support in the areas of student progress monitoring and interventions at the building level (i.e. RtI, Academic probation, focused student assistance).
2. Provide administrative guidance and support to student learning programs (i.e. Mother Celine Scholars, Rankin Academic Support Program, Learning Recovery)
3. Serve as a liaison between the administrative team and parents/guardians with students in need of additional academic supports.

**Specific tasks (not directly related to above items):**
1. Direct the process and logistics of the AdvancED and other accreditation visits.
2. Oversee Advanced Placement program and curriculum
3. Coordinate the development and execution of the Curriculum guide, credit recovery and summer academic enrichment.
5. Process parent and stakeholder positive and negative feedback, related to academics, thus ensuring reinforcement of educational strategies that are successful in their continuous development of curriculum and instruction.
6. Student teacher and intern development and coordination.
7. Other duties as assigned by Principal
If interested, please send updated CV and letter of interest to Dr. Rick Piwowarski at employment@reshs.org

In the letter of interest, please address the following three questions:
1. What do you see as the two most significant challenges to Catholic secondary education in the Great Lakes area?
2. How have your specific previous experiences prepared you to undertake this position? Please draw attention to the specific relationships between your experiences and the expectations of this role.
3. How do you define your leadership style?

Applications will be reviewed, starting February 21, and will continue until the position is filled. Please contact Dr. Piwowarski (Rpiwowarski@reshs.org/773-775-6616 x130) with any questions.