



Saratoga Independent School

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Head of School Search Frequently Asked Questions

What is the timeline for the Head of School search?

The search process will begin immediately with the objective of announcing the appointment of Head of School by June 1, 2021. The new Head of School will start his or her leadership position on July 1, 2021. It is our hope that the individual selected for the position will be able to spend time at the end of the school year at Saratoga Independent School to become acclimated and to ensure a smooth transition.

Who is leading the Head of School search?

The Board of Trustees is responsible for selecting and hiring the Head of School. To facilitate the search process, the Board of Trustees has created a Search Committee to lead the search and make recommendations to the Board of Trustees. The Search Committee is comprised of trustees, faculty, staff, and parents. The board does not plan to retain a search firm but will use a NYS AIS consultant throughout the process.

Catherine LoMonico, current Trustee and former Board President, will lead the Search Committee. Ms. LoMonico has 30 years of private and public education teaching and administrative experience and currently runs Saratoga Curriculum Consulting, LLC. Inquiries about the Head of School position may be sent to: hosearch@siskids.org

Who is on the Search Committee?

Board of Trustees

Catherine LoMonico, Immediate Past President/parent Trustee

Allison Karcher, Vice President/parent Trustee

Heath Ames, Chair of Strategic Planning Committee/parent Trustee

Jason Brooks, parent Trustee

Cora Burns, Chair of Development Committee/non-parent Trustee

Vitaliy Volpov, ad-hoc non-parent/Trustee

Faculty & Staff Advisory Committee Chair

Jeny Randall, Director of Middle School

Parent Advisory Committee Chair

Jessica Schwartzman, Vice President, Parent Association

Will the faculty and staff be included in the search process?

Yes, a member of the faculty and/or staff will serve on the search committee. Some faculty and staff members will be asked to serve on a Faculty & Staff Advisory Committee, which will be invited to meet the final candidates. The faculty and staff will remain informed throughout the search process through updates and correspondence from the Search Committee.

Will parents be included in the search process?

Yes, four parent trustees and a member of the Parent Association will serve on the search committee. Through the Parent Association, some parents will be asked to serve on a PA Advisory Committee for the head of school search. Parents will remain informed throughout the search process through updates and correspondence from the Search Committee.

What is the role of the Search Committee?

The Search Committee is responsible for steering the search process with guidance and support from the NYS AIS consultant. The Search Committee will compile information, in part gathered from Saratoga Independent School's varied constituencies in focus groups last year, to create a position statement. The position statement will serve as a tool to describe the Head of School position to potential candidates. The content will include information about the school's history, mission, curriculum, challenges and opportunities, giving each candidate a transparent view of Saratoga Independent School to determine whether or not he or she is a good fit. The Search Committee will then review the initial round of candidates and conduct interviews. At the end of the process, the Search Committee will recommend a final candidate for consideration by the full Board of Trustees. Upon confirmation of the candidate, the Search Committee will facilitate the leadership transition and integration into the school. A key role of the Search Committee is to keep the school community informed and engaged throughout the search process, while respecting the confidentiality of the candidate recruitment process.

What is the application process?

Before applying, we hope that you will read our detailed Head of School Position Statement. www.siskids.org/about/hossearch.cfm

Applicants should submit the following materials by **March 15, 2021** to hossearch@siskids.org

- Resume
- Cover letter
- Educational philosophy statement
- Three references