

CityLab (9-12 Architecture, Urban Planning, and Community Development High School):

Founding Choice School Principal

Public School Choice Mission and Goals

As Dallas ISD seeks to ensure all students graduate from high school ready for college and career, [Public School Choice](#) will be a mechanism for growing the range of options so that all Dallas ISD students can attend a best-fit school – more specifically, a school where educators can more meaningfully and more deeply engage students intellectually by tapping into their specific interests, aspirations, and preferred learning styles. Currently in Dallas ISD, Choice manifests primarily through a number of Magnet Schools that are some of the best in the entire country. However, the admission criterion precludes many students from attending. **Over the coming years, the Dallas ISD will help expand Public School Choice options for all students, regardless of their academic abilities.**

9-12 Urban Planning and Community Development Overview

The mission of the [9-12 Architecture, Urban Planning, and Community Development High School](#)¹ is to educate and prepare Dallas ISD students to become the next generation of design professionals and civic leaders, equipped with an appreciation and holistic understanding of the urban environment, and the knowledge and skills to design, build, and participate in the future development of the city. Through real world, hands-on projects, students will develop a multidisciplinary understanding of the processes of the natural world, the built environment, and the social and economic systems of the city. Students will collaborate with organizations, institutions, and industry experts as they prepare for college and future careers in the fields of architecture, urban planning, environmental science, public policy, and community development.

Under the direction of School Leadership and the Office of Transformation and Innovation, the Principal will oversee the development, refinement, and implementation of all aspects of the Choice School proposal that was selected to launch through the Public School Choice 2.0 competitive proposal process. **Specifically, the Principal will be the core campus-based leader managing the founding leadership team and staff of the 9-12 Architecture, Urban Planning, and Community Development High School to ensure the successful launch of the campus in August 2017 and sustain its success thereafter.**

Qualifications

- Bachelor's Degree (Master's Degree preferred) in Education or a directly related field from an accredited university
- Texas standard Principal certificate, mid-management certificate, or a probationary certificate based on admission to a TEA approved Administration Preparation Program
- Three years of experience as a classroom teacher with successful experience
- Experience integrating highly effective programs focused on science, technology, engineering, arts/design, and mathematics (STEAM) at the high school level preferred
- Knowledge of procedures, techniques and strategies pertaining to the administration of school level operation
- Ability to effectively plan, organize and coordinate the management functions and activities of school operations
- Ability to carry out responsibilities with little or no supervision

¹ Formal name and location must be formally approved by the Dallas ISD Board of Trustees.

- Ability to handle multiple priorities with frequent interruptions
- Ability to promote a positive, caring climate for learning
- Ability to effectively analyze problems, issues and concerns and formulate appropriate alternative solutions
- Ability to deal sensitively and fairly with persons from diverse cultural backgrounds
- Ability to interact effectively with student, staff, parents and community members
- Organizational, prioritization, communication and interpersonal skills required to achieve the goals of the position
- Ability to recruit, establish, and maintain external partnerships to support the development of the campus' overall mission and vision for teaching and learning

Core Functions

- Instructional Leadership:
 - Ensures a clear, focused understanding of the campus vision, mission, and objectives of achievement for all students as a Choice School under the district's Public School Choice initiative
 - Ensures a clear, focused understanding of House Bill 5 and Endorsement pathways in Texas and alignment with Career and Technical Education Career Clusters, especially within the areas of Architecture/Construction; Agriculture, Food, and Natural Resources; and Government/Public Administration
 - Facilitates and directs the development and implementation of the Campus Improvement Plan
 - Addresses students' needs, AEIS/AYP indicators, and state/local requirements for student improvement
- Personnel Management / Professional Ethics:
 - Effectively interviews; selects and orients new staff; and makes sound recommendations relative to personnel placement, eligibility, certification, transfer, retention, and dismissal
 - Meets the campus staffing diversity goals for assigned area of responsibility
 - Clearly defines expectations for staff performance regarding instructional strategies, classroom management, established policies and procedures and communication with the public
- Fiscal / Facility Management:
 - Supports and monitors local, state, and federal rules, policies and procedures and maintains accurate and up-to-date records and documentation
 - Complies with budgeting and purchasing guidelines and demonstrates responsible fiscal control over the school budget and activity fund
 - Budgets and allocates resources such as money, time, facilitates, volunteers, and technology in a strategic manner to achieve learning goals
- Organizational Structures & Procedures:
 - Establishes organizational structures and practices for all stakeholders that result in the effective and efficient operation of the campus to promote student achievement
 - Formulates action plans and modifies programs and procedures to improve all campus efforts.
 - Formulates action plan and modifies programs and procedures to increase student participation in STEAM-based courses such as accelerated science, accelerated math, and engineering and design courses

- Uses organizational skills to resolve problems and make decisions necessary to improve the school's operating systems
- Professional Growth & Development:
 - Designs and participates in a personal professional development plan to improve professional skill and knowledge which is based on student achievement, campus, district, and state needs.
 - Designs, facilitates, and participates in professional development focused on project-based learning
 - Monitors classroom performance of all teachers on a regular basis offering pathways to improve individual student performance through improved teaching practices
- School Climate:
 - Communicates and promotes high expectation levels for staff and student performance in an enabling, supportive way; provides proper recognition of excellence and achievement
 - Mediates and facilitates effective resolution of conflicts among faculty, staff, students and parents
 - Promotes student involvement in competitive academic opportunities aligned to the school's Choice model and enhances student learning through strategic partnerships with external organizations (i.e. internships, student exhibitions, etc.)
- Student Management:
 - Develops a management system based on school wide social and emotional learning structures that encourages positive student behavior, self-esteem, and a supportive climate to facilitate maximum academic achievement.
 - Promotes activities that ensure positive student conduct and fair, equitable discipline practices (i.e. using restorative discipline)
- School and Community Relations:
 - Involves parents in collaborative educational efforts toward student and school improvement.
 - Identifies, communicates, and addresses the educational needs of all children within the school community
 - Promotes community understanding of and support for the school's mission, goals and initiatives as a Choice School under the district's Public School Choice initiative
 - Promotes parent and community understanding of HB 5 Endorsement pathways.
 - Involves parents and community stakeholders through multiple and ongoing engagement structures to support the campus in implementing the school's overall mission and vision

Application Instructions

All interested applicants must apply for this position through the Dallas ISD AppliTrack Recruitment system (Job ID-19053): <https://www.applitrack.com/dallasisd/onlineapp/default.aspx?Category=Campus+Leadership+2016-2017&subcategory=Principal>

Selected individuals for Dallas Independent School District positions will be placed according to compensation guidelines. A campus-based employee may not assume a new position for which he/she was selected based upon the posting process until the end of the current semester, unless approved by the chief officer – Human Capital Management. A security check and disclosure of family relationship information is required for all positions. No telephone calls please. EQUAL OPPORTUNITY EMPLOYER M/F/H.