

FALL
2018

CAYMAN INTERNATIONAL SCHOOL

ES PRINCIPAL
ANNOUNCEMENT

ELEMENTARY PRINCIPAL

Kindergarten - Grade 5

APPLICATION DEADLINE

December 14, 2018

EFFECTIVE DATE OF APPOINTMENT

August 1, 2019



Elementary School Overview

The Elementary School Program at CIS includes children from Kindergarten (age 5) through Grade 5 (age 12). There are currently 18 Elementary classrooms, and as the school expansion continues there will be 24 classrooms by 2020. Class sizes typically range from 14-17 students from over 40 different nationalities.

At Cayman International School we are committed to the whole child by designing learning experiences that are developmentally appropriate in an engaging, challenging, nurturing and creative environment. Our approaches are implemented with attention to the different needs, interests, and developmental levels of the children, and our program provides for all areas of development— physical, emotional, social, and cognitive, through a school-wide definition and understanding of learning. Learning is a process of growing, deepening and sharing conceptual understanding, competencies, and character in lasting and impactful ways. Children learn through active exploration and interaction with adults, other children, and materials and engage in activities that are authentic and relevant to the children's lives.

The Elementary Program at CIS is based in the Common Core and AERO standards and is enhanced through special programs including Spanish, Swimming, PE, Art, Music, Library and integrated technology. Student growth and progress are measured using a variety of tools including, but not limited to standards-based assessments, Measures of Academic Progress (MAP) testing, formative and summative assessments (i.e. DRA, DIBELS, EDM math units, TCRWP rubrics, etc.), and teacher observations. Project-based Learning, service, and sustainability are integral aspects of the Elementary program that are coordinated through instructional coaching and team collaboration. Students demonstrate and share their learning through purposeful reflection as evidenced in a portfolio process. Students are supported socially and emotionally using a Positive Discipline approach; they are taught to become capable and self-reliant members of our community. The Elementary School Counselor facilitates training in Positive Discipline approaches for faculty and parents and supports students through regularly scheduled lessons, small groups, and individual sessions.



School History and Governance

CIS is an independent, college preparatory, nonsectarian, co-educational school for students from two years old through Grade 12. It was established to provide an American/International educational program for the dependents of the multi-national professionals living in Cayman.

Cayman International School began as Faulkner Academy in October 1994. The school was purchased by ISS (Cayman), Ltd., in 2002; the name of the school was changed to Cayman International School (CIS) in 2003. The school is owned and governed by International Schools Services (ISS) of Princeton, NJ. The Board of Directors hires a Director to oversee the day-to-day operations of the school, create, approve and maintain policy, and to see that the school carries out its stated mission and objectives.

School Mission

Our mission is to Connect | Inspire | Serve. We are a *positive community with passionate learners*.

School Vision

We are a positive school community strengthened by our international diversity. We find common ground in a shared commitment to learning that connects ideas and people, challenges us to grow, and inspires us to better ourselves and our world. We use principles to guide our journey and recognize that preparing for and shaping the future starts with embracing the opportunities that surround us each day.

Accreditation & Partnerships

Middle States Association of Colleges and Schools (MSA), an American accrediting agency, accredits CIS through Grade 12. CIS is an IB World School, authorized to present the Diploma Programme of the International Baccalaureate Organization (IBO). CIS is registered with the Cayman Islands Ministry of Education, who approves the licenses for schools on the island. CIS works with the Cayman Islands Education Standards and Assessment Unit (ESAU), the Cayman Islands Early Childhood Unit, MSA and the IBO to maintain high quality, challenging programs for its students.

CIS is a full member of the Association of American Schools in South America (AASSA), is a member of the Common Ground Collaborative (CGC), and is also a member of the Round Square organization.



Facilities

The current school site features a recently constructed 61,000+ sq. ft. facility on 13 acres of centrally located, beautiful, well-maintained grounds. Age appropriate playground, eating, and performing areas are available throughout the day.

The facility consists of a library, 2 computer labs, 2 science labs, 2 music rooms, 2 art rooms, 2 student support rooms, 42 classrooms, amphitheater, and an administration building. In addition, the school has a full sized, artificial turf soccer pitch; swimming pool; 2 tennis courts; and 2 basketball courts. There is a multi-purpose facility which includes a cafeteria, a gymnasium, and an auditorium. The school buildings won an architectural award and the expanding campus is a highly rated educational facility.

Cayman International School is expanding to include a separate purpose-built Early Childhood site (opening in Fall of 2019) and a separate High School site (opening in 2020). The current classrooms will be dedicated to K-8 students. All new facilities are being established adjacent to current buildings, ensuring that Cayman International School is one cohesive school on a beautiful campus.



Faculty

As of October 2018, there are 112 teachers and support staff members, including the administrative team. The majority of staff members are from the United States, Canada, Cayman and the UK. There are various additional countries represented on the staff.

Student Body

At the beginning of October 2018, there were 650 students enrolled in the whole school (Early Childhood to Grade 12). This includes 287 students in the Elementary division. Students represent more than 40 nationalities and the majority of students are dual passport holders. Approximately 20% of the student body is Caymanian and many have dual citizenship.



Position Description

Job Responsibilities and Qualifications:

The Elementary Principal will be responsible for the leadership and management of all aspects of the Elementary School program. The Principal will continue to build a strong program, promote collaboration among teachers, and advance the school toward its initiatives. The Principal will be expected to be a contributing member of the CIS Administrative Team, which includes the Director, Secondary Principal, Early Childhood Principal, Elementary Assistant Principal, and the Secondary Assistant Principal. The broader Leadership Team includes a Curriculum Coordinator, Instructional Coaches, and five Operational Leaders (Facilities, Finance, HR, Technology, External Relations).

Critical Principal qualities include:

- Advanced degree in Education or Educational Administration with certification
- Teaching and/or administrative experience in American international schools
- Prior and successful experience at the Elementary School level
- Experience with standards-based reporting, project-based learning, and the Common Core
- Successful teaching experience at the level of the principalship
- Strong interpersonal and organizational skills
- A leadership style that values collaboration, compromise, and a clear vision
- Ability to commit for a minimum of 3 years
- Well-developed communication skills, both written and oral
- Innovator; team player; a sense of humor; creative problem solver; lifelong learner
- Open-minded; approachable; dedicated; energetic
- Devoted to children and learning

Salary and Benefits

Salary will be competitive. Benefits include a housing allowance, travel/relocation allowance, health insurance, pension, sick leave, and tuition remissions for school age dependents. The initial contract is for two years.





Application Procedure

International Schools Services (ISS) will be working with CIS in the search for a new Elementary School Principal. While the deadline for submission of complete applications is December 14, 2018, candidates are asked to submit their full application and complete all necessary application steps as early as possible, as ISS and CIS reserve the right to close the selection process at any time if an ideal candidate is found. It is anticipated that a final selection will be made by the end of January in 2019, if not sooner.

The first step of the application process is to send a formal cover letter/letter of interest, specific to this position, as well as a resume/CV, both in PDF format, to Mr. David Randall, Senior Leadership Executive for ISS and Ashley Wotowey, Administrative Search Coordinator for ISS (contact information listed below). The letter of interest should contain a clear statement of the applicant's objectives and vision if selected for the CIS Elementary School Principal position.

You will be contacted by Ashley Wotowey regarding the next steps to follow for consideration. Applicants are asked to submit their letter of interest and CV and complete all necessary application steps as early as possible, as ISS and CIS reserve the right to close the selection process at any time if an ideal candidate is found.



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