



# Principal Search

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**St. Joseph Catholic School**

**Waxahachie, Texas**

[www.stjswaxtx.org](http://www.stjswaxtx.org)





## VISION

The vision of St. Joseph Catholic School is to provide inspiring, active learning and a rigorous curriculum so all students share the spirit of Catholic education by modeling reverence, respect, and responsibility through a life of stewardship and prayer.

## MISSION

Faithful to Gospel values and our Catholic tradition, St. Joseph Catholic School's mission is to develop spiritual, intellectual, and morally responsible leaders through academic excellence, social growth, and service to others.

## PHILOSOPHY

As an integral part of the total Catholic parish community, the purpose of St. Joseph School is to reveal the love of God in each other within a nurturing environment, by striving to reach the highest potential of each individual student in all aspects of his/her personal growth, emphasizing self-discipline, attainment of higher knowledge and spiritual awareness, and exemplifying the moral integrity and compassion of Christ.



The  
Education  
Group

# History

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Located a stone's throw from the Dallas Metroplex in the vibrant, authentic small-town community of [Waxahachie, TX](#), St. Joseph Catholic School has served its parish and surrounding communities for the last 30-plus years. Established in 1992 as the 30<sup>th</sup> Catholic elementary school in the Diocese of Dallas and the first in Waxahachie, St. Joseph Catholic School (SJCS) opened its doors to 44 students in preschool through first grade. By 1998, the School had added a new grade level each successive year and was offering classes through sixth grade. Under new administration in 2001, it was clear that a junior high was needed to allow the School to thrive, and thus a seventh and eighth grade were added in successive years.

With these additional grade levels, a change in curricular and extracurricular programming was necessary. Over time, science and technology labs were added with assistance through grant funding. The School's art, music, and sports programs were expanded through financial assistance and the generous support of volunteer parents and dedicated teachers. Today, SJCS is home to approximately 160 PK3-8 students and attracts a diverse population from the parish and surrounding communities. True to its mission, SJCS seeks to form saints and scholars through Catholic spiritual formation, emphasizing academic excellence, social growth, and service to others.



*"If you are looking for a Catholic elementary or middle school that gives you that family feeling and helps build your faith, St. Joseph Catholic School is the right place."*

- Alum

# Programs

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St. Joseph Catholic School has continued to grow and develop its programs to meet the needs of students and strengthen academic rigor. The Diocesan [curriculum](#) serves as a model for content and pacing at each grade level. Core elementary subjects include: English language arts, math, religion, science, and social studies. Offerings in art, music, Spanish, and physical education round out the whole-child approach to the students' education. One-to-one technology is integrated at every grade level from K-8, and all students are exposed to STREAM in all their classes. The SY 2019 saw the development of a Resource Department to be of greater service to the students and their families. More recently, the School updated its program support for students with dyslexia and is in the process of developing an enrichment program for students who need individual challenges. A Learning Lab serves as a space for students to go who need extra time on tests or classwork. As well, an expanded math program is in progress that will include additional instructional time and web-based programs to reinforce skills as well as propel students toward advanced concepts.



Extracurricular programs include nine sports for Grades 5-8 sponsored by the Dallas Parochial League (DPL). Student life opportunities are available in the form of clubs, leadership positions, and community service. Students in Grades 4-8 are eligible to be student ambassadors who promote SJCS during school open houses and other events. The SJCS Student Council, comprised of three eighth grade officers and two representatives from respective classrooms in grades 4-8, is a service organization that upholds the traditions and philosophy of St. Joseph Catholic School in areas of faith, school spirit, environment, and safety. The Council's duties include development of qualities of leadership and awareness of service to SJCS, parish, and community.

# Programs

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At its heart, St. Joseph Catholic School provides a faith-filled, nurturing environment coupled with a rigorous academic program. The small classroom setting enables teachers to work closely with students to achieve excellence in faith, academics, service, and character. Each day at SJSC students enter a nurturing and engaging environment where they are genuinely welcomed by all. The School offers a uniquely close-knit environment—an atmosphere that can serve as its touchstone even as enrollment grows. In everything the School does, Christ is at the center.



Programs and technology incorporated into all grade levels:

- [Epic!](#) - Epic is the leading digital reading platform—built on a collection of 40,000+ popular, high-quality books from 250+ of the world’s best publishers—that safely fuels curiosity and reading confidence for kids 12 and under.
- [FORMED](#)
- [iReady](#)
- [BrainPop Jr.](#)
- [Generation Genius](#)

[National Junior Honor Society](#)

[Click the photo to learn more about St. Joseph’s Programs](#)

# Fast Facts & Tuition

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**Founded:** 1992  
**Total Enrollment:** 160 (95 Female; 65 Male)  
**Average class size:** 14  
**Student-Teacher Ratio:** 9:1  
**Ethnicity:** 63% Non-Hispanic  
**Catholic:** 73%

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**Faculty:** 19 full & part time  
**Ethnicity:** 67% Non-Hispanic  
**Catholic:** 74%  
**Average years teaching:** 12 years  
**Average years teaching at SJCS:** 5 years

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**Financial**  
**SY 2023 Tuition**  
**PK-3-5:** \$7,495  
**Grade 6:** \$7,250  
**Grades 7 & 8:** \$7,000  
**SY 2022 Tuition Assistance:** \$36,895.00 to 13%  
**Students**

## ASSOCIATIONS AND AFFILIATIONS



**Texas Catholic  
Conference of Bishops**



**CATHOLIC DIOCESE  
OF DALLAS**



# The Position



School Principal | Start Date: July 1, 2024



St. Joseph Catholic School is seeking an experienced, confident and dynamic principal who has proven success in an educational environment, preferably a Catholic elementary school. Above all, s/he must be a person of unquestionable integrity with a deep commitment to the Catholic faith. Under the President-Principal model, the Principal implements a shared vision and culture of collective responsibility with high expectations for staff and students. S/he works closely with the President, Pastor and other school and parish committees as directed by the President and Pastor. Among the Principal's many responsibilities are the oversight and coordination of all academic aspects of the school, including management and formation of teachers and staff, development of curriculum, student discipline, recruitment and retention activities, and management of student interventions. For a complete job description, click [HERE](#).

The next principal of SJCS will enter an educational environment that is a diverse, loving community who views itself as family--close-knit, caring, and devoted to a "small but mighty" School. Parents and teachers alike describe St. Joseph's as "a small school with a big heart." The next Principal will find a newly appointed President who is committed to the future excellence of the School, a supportive and involved pastor, parents as partners, dedicated teachers, and hard-working volunteers.

*"It's a really interesting and exciting time to come to St. Joseph Catholic School. There's just this air of excitement and newness. It's having the opportunity to be on the ground floor of something really exciting."*  
- Current Teacher

# Opportunities & Challenges

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Opportunities for the next Principal abound at SJCS. S/he will be able to build on the excellent work already accomplished by the steady and experienced hand of the current Interim Administrator who was recently appointed President. A five-year strategic plan has recently been developed and is in Phase I of implementation this SY2023. Overall goals include: implementation of the President-Principal leadership model; faith formation; academic excellence; student recruitment and retention; faculty support; infrastructure, including security; upgrades and expansion of facilities; and technology integration. With the appointment of a President, the next Principal can focus on the School's growth in academics and student life programming, Catholic identity, and technology integration, and leave the fundraising and business side of the School to the successful efforts of the President.

Yet, the next Principal will face several challenges in leading SJCS into the future, as schools with limited resources often do. As such, the next Principal will be asked to focus on the following priorities for the next three to five years:

## PRIORITIES:

- Enhance faith formation and a strong Catholic identity.
- Develop outstanding programs at all grades levels and in all areas of the School.
- Recruit and retain students and families.
- Recruit exceptionally talented and qualified teachers and staff.
- Improve instruction by providing coaching and professional development opportunities for faculty and staff.
- Improve communication across all sectors through consistent and effective means.
- Set high standards of excellence.
- Understand and work within the President-Principal model.





# Professional Experience & Abilities



The successful candidate is required to be a practicing Catholic in good standing with the Church and possess at least a master's degree or certification in educational leadership (preferably Catholic leadership) or its equivalent. The next Principal will be expected to embrace the School's mission and values and bring the following experience and abilities to the position:

- Strong leadership ability that inspires others and engenders confidence.
- Ability to attract, supervise, and retain faculty and staff.
- Ability to attract and retain students.
- Exceptional communication, management, and organizational skills.
- Knowledge of best practices in teaching and learning.
- Ability to promote the School.

The successful candidate will possess:

## PERSONAL QUALITIES:

- A passion for education and children.
- High moral and ethical values.
- An ability to build trust and community.
- Ease in making fair and firm decisions.
- A flexible, collaborative and confident approach to working with others.
- A growth and innovative mindset.
- A warm and approachable personality.



# How to Apply

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**Applications will be accepted until the successful candidate is found.** Prospective candidates are required to be a practicing Catholic and possess a master's degree in educational leadership or its equivalent. Although not required, it is a plus if the next Principal be bilingual. Please send the following materials in PDF documents to the search consultants:

- Letter of interest specifically addressing this position and school
- Résumé
- Statement of educational philosophy
- List of five references (four professional and one personal) with email and phone contact information as well as a statement regarding the relationship to the applicant
- Additional letters of reference are accepted but not required

## Contact Us



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