

# PRINCIPAL EAST FARMS SCHOOL

The Farmington Public Schools are seeking a dynamic educational leader for the position of Principal of East Farms School. The Principal is part of the District Leadership Council, which is committed to continuous school and district improvements through standards-led practices. East Farms School, an award winning school of 440 students in grades K-4, has a record of exceptional student achievement and positive relationships with parents and the community. Its faculty is fully engaged in collaborative, job-embedded professional learning in order to achieve its mission: that all students achieve Farmington's rigorous performance standards.

## QUALIFICATIONS

- Candidates must possess or be eligible for State of Connecticut certification - Intermediate Administration. (092)
- Candidates must be prepared academically in the field of educational administration with coursework and/or experiences in teacher evaluation and supervision.
- Candidates should have demonstrated the ability to evaluate and develop curriculum and make instructional improvements.
- Focused consideration will be given to references indicating exceptional teaching, administrative and leadership expertise; a collaborative orientation to problem solving; college and graduate school grades; various life/work experiences that contribute to overall qualifications; strong interpersonal communication skills, planning, organizing and budgeting skills.
- Experience as a building principal or supervisor of staff is preferred.

**Salary Range: \$111,031—\$122,775**

( A very competitive fringe benefit package will also be offered including a stipend of \$2,000 for Ph.D./Ed.D. and \$3,900 matching annuity.)

## DUTIES AND RESPONSIBILITIES

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| <p>A. Teacher Evaluation, Supervision and Staff Development</p> <ol style="list-style-type: none"><li>1. Participates in the selection and appointment of new staff members.</li><li>2. Promotes the professional growth of assigned staff members.</li><li>3. Observes classroom teaching and conferences teachers regarding it.</li><li>4. Prepares written evaluations of certified staff members.</li><li>5. Provides supervisory help to solve teaching problems and to improve instruction.</li></ol>  | <p>C. Budget</p> <ol style="list-style-type: none"><li>1. Prepares a school budget based upon goals and objectives.</li><li>2. Administers the budget in an effective manner for designated departments.</li></ol>   |
| <p>B. Curriculum and Instruction</p> <ol style="list-style-type: none"><li>1. Oversees the scheduling and organization of the school.</li><li>2. Coordinates and articulates the curriculum within the school.</li><li>3. Evaluates the school's instructional program through a variety of means.</li><li>4. Administers school-based testing and evaluation.</li><li>5. Implements and maintains all curricular programs and provides necessary formative and summative evaluations of each in all curriculum areas.</li><li>6. Coordinates and articulates curricular revisions, new courses and programs.</li><li>7. Coordinates and directs inservice teacher training.</li></ol> | <p>D. Related Responsibilities</p> <ol style="list-style-type: none"><li>1. Participates with the district leadership team and district wide efforts at systemic improvement.</li><li>2. Contributes to district wide committees for curriculum and instructional improvement.</li><li>3. Performs related duties as assigned.</li></ol> <p>E. Professional Development</p> <ol style="list-style-type: none"><li>1. Accepts responsibility for personal professional development and growth.</li><li>2. Utilizes research and published materials pertinent to the profession.</li><li>3. Designs professional development to support the growth of professional staff based on current research.</li><li>4. Periodically updates planning, organizing, budgeting and communication skills.</li><li>5. Seeks better methods of administering and providing leadership through study, supervisory help and the evaluation of programs.</li></ol> |

**SEARCH RE-OPENED  
VACANCY ANNOUNCEMENT**

**Principal**

*East Farms School  
Farmington, Connecticut*

Applicants should send a letter of application, resume or curriculum vitae, placement papers including two current letters of reference and transcripts\* to:

**Michael Galluzzo  
Assistant Superintendent  
1 Monteith Drive  
Farmington, CT 06032**

All inquiries and applications are confidential.

Applications will be accepted until February 5, 2010

Anticipated start date is May 3, 2010 (may be negotiable).

\*Copies of transcripts are acceptable for initial screening.

Farmington Public Schools is an Equal Opportunity Employer with respect to all positions within the Farmington Public School System and is committed to a policy of nondiscrimination on the basis of race, color, religious creed, age, sex, sexual orientation, marital status, national origin, ancestry, physical or mental disability, including present or past history of mental disorder, mental retardation, or learning disability, except in case of a bona fide occupational qualification or business necessity.

**The Town**

Farmington is a scenic and historic New England town nestled in the hills of the Farmington Valley approximately 8 miles west of Hartford. With land on both sides of the Farmington River, the town of approximately 23,000 people enjoys suburban amenities in a country setting. The community includes the historic Farmington and Unionville villages, warm and inviting contemporary neighborhoods and a rich array of community services, restaurants and retail establishments. Numerous regional and national corporate headquarters are located within town boundaries. Westfarms Mall and the University of Connecticut Health Center and Medical Schools are also located in Farmington. In addition to the cultural offerings of Hartford and the region, Farmington is approximately 100 miles from both Boston and New York City.

**The Schools**

The Farmington Public Schools enjoy strong community support and there is an established tradition of educational excellence and high expectations for student performance in academics, the arts and athletics. The district's students attend four elementary schools (K-4), an upper elementary school (Grades 5-6), a middle school (Grades 7-8) and high school (Grades 9-12). The elementary schools and Irving A. Robbins Middle School have been awarded the U.S. Department of Education's Blue Ribbon School Award. Farmington High School was cited by Newsweek as one of the top high schools in America.