



## **Position Overview: Head of School**

### **Heritage Christian Academy**

9333 West 159th Street  
Overland Park, Kansas 66221

October 11, 2019

## Message from the Board Chair



Dear Prospective Head of School Candidate,

On behalf of the Head of School Search Committee and the Heritage Christian Academy Board of Directors, I want to thank you for your interest in HCA. HCA is a growing and vibrant Christian school ministering primarily in the Kansas City suburbs. We are a parochial school ministry of Redeemer Presbyterian Church that reaches beyond our church to God's greater kingdom in this area.

HCA was uniquely formed by the merger of Berean Christian Academy and Westminster Christian Academy in 2010. By God's grace, we have continued to grow and expand the legacy of these two successful school ministries over the last 10 years while staying true to our mission to support Christian families in the education and discipleship of their children. We do this by providing an excellent Christ centered, value driven, outcome focused college preparatory education. Since the merger our enrollment has increased over 30 percent and our students represent over 80 local churches and 15 nationalities. While our families represent many different evangelical perspectives, we all share a common desire for our children to receive an excellent education in a spiritually nurturing environment.

Over the last 10 years, HCA has matured through the establishment of a variety of curricular, co-curricular and extracurricular offerings. We are the only Christian school in Johnson County offering a STEM program and a STEM diploma option. We are poised to grow to meet an increasing demand for Christian education in this area.

In this document you will find more highlights of HCA's ministry to help you understand our community, culture, commitments and vision. HCA is seeking a growth-oriented Head of School that will continue to expand our excellent education offerings and embrace and promote our mission and vision to both the school community and the greater Christian community where we live.

Thank you again for your interest this position. While this is a vitally important decision for us, we also understand this would be a major decision for you and your family. Please learn all you can about this position and HCA via the resources provided, just as we take this opportunity to learn more about you, your background, and your calling to serve in Christian education. If you are interested in pursuing this opportunity, please reference the Candidate Process information on the last page of this document.

If you have any further questions, please contact Ben Vos, the chair of our search committee. Ben can be reached at [hcsearchcommittee@hcakc.org](mailto:hcsearchcommittee@hcakc.org).

In Christ,

Mike Preston  
Chairman, HCA Board of Directors

## **About Heritage Christian Academy**

Heritage Christian Academy is a Christian, evangelical college preparatory school for preschool to 12<sup>th</sup> grade students, and a ministry of Redeemer Presbyterian Church. HCA resides on two campuses in the southwestern suburbs of Kansas City. Between the two campuses, HCA shares close to 40 acres of property. Each campus location boasts beautiful, modern facilities. The 18-acre Overland Park campus serves our PK–5<sup>th</sup> grade students, while the 20-acre Olathe campus serves grades 6–12.



Current enrollment totals 607 students across preschool, elementary, and the upper school. HCA is privileged to have 70 of the very best educators, mentors and administrators that both teach and model on a daily basis Christian faithfulness and maturity with humility, love and enthusiasm.

HCA takes a Christ-centered, gospel-oriented perspective in everything we do. Our point of reference is the reality of an eternal, uncreated, triune God revealed in Holy Scripture as Father, Son and Holy Spirit, who created all things, sustains all things, and is restoring all things to their intended purpose through the one and only Savior, Jesus Christ. This means not only that we teach the Bible systematically, but also teach every subject through the lens of a biblical worldview. Our students learn to see and engage with every aspect of life and subject of study in a way that respects God’s creative intentions and redemptive purposes.

HCA’s educational program is strategically driven by a set of well-defined student outcomes which fulfill our mission in accordance with our beliefs and educational philosophy. They provide guidance for both policy and programming. They are divided into four categories: Academics, Fine Arts, Sports and Physical Wellness, and Spiritual, Social and Emotional Maturity. HCA is currently accredited for grades K–12 with ACSI and the North Central Association Commission on Accreditation and School Improvement (NCA CASI), a division of AdvancED.

HCA was formed in 2010 through the merger of Berean Christian School (founded in 1974) and Westminster Christian Academy (founded in 1996). Since 2010, the school has grown from 460 students in K–12 to over 600 students in PK–12.

In 2018, HCA opened a new addition to their west campus to accommodate enrollment growth, the addition of the sixth grade to form a true middle school and upgrades to our programming. The expansion and upgrades included a new Black Box facility, MakerSpace, STEM and science labs, classrooms and lockers, and a renovated auditorium and art room.

For more detailed information about Heritage Christian Academy and Redeemer Presbyterian Church, please visit our web sites at:

<https://hcakc.org/> and <http://redeemer-pca.org/>

## HCA At-a-Glance for 2019-2020

### ENROLLMENT

- Total enrollment: 607
  - Pre-K: 124
  - K-5: 216
  - 6-12: 267
- 86 churches represented
- 15 nationalities represented

### FINANCIAL

- Operating budget: \$4.1M
- 2018-19 Rev/Opex 99%
- Giving last year: \$235K
- Total debt: \$725K

### TUITION

- Pre-K (Full Day) \$4,800
- Kindergarten: \$5,200
- Grades 1-3: \$7,497
- Grades 4-5: \$7,938
- Grades 6-8: \$8,710
- Grades 9-12: \$9,702

### FINANCIAL AID

- 2019-2020 Total: \$457K
  - Multi-Child discount: \$315K
  - One-time discount: \$30K
  - Outside foundations: \$74K

### K-12 ACCREDITATION

- Association of Christian Schools International (ACSI)
- North Central Association Commission on Accreditation and School Improvement (NCA CASI), a division of AdvanCED

### ACADEMICS

- 16 honors courses
- 4 dual credit courses
- First Scholars Bowl state title in 2019
- STEM and Fine Arts diplomas available
- Only Christian school in the area with a STEM program

### FACULTY AND STAFF

- Total staff: 70
  - Pre-K: 15
  - K-5: 20
  - 6-12: 35
- 43% have advanced degrees
- Student/Faculty ratios:
  - Pre-K: 8:1
  - K-5: 18:1
  - 6-12: 17:1

### CLASS STATISTICS 2016-2019

- ACT scores:
  - Composite: 25.0
- 93% attending colleges and universities
- 5% working
- 2% serving in the military

### ATHLETICS

- Member of KSHSAA (Class 2A)
- Member of Crossroads Conference
- 11 varsity sports offered
  - 75% male participation
  - 77% female participation
- 2 team state championships
- 4 individual state titles in Track and Field
- 5 conference team championships
- 9 sub-state/regional championships
- Vibrant and active Booster Club

### FINE ARTS

- Award winning HS/MS band program, jazz band, pep band
- HS/MS/Honor choir program, with state and district awards and recognition
- Drama program includes 4 MainStage shows a year, improvisation/comedy club, drama club, repertory theatre class
- Newly built wing with Black Box theatre, MakerSpace, and STEM labs
- Newly renovated auditorium

## **Mission and Values**

The mission of HCA is to glorify God by serving Christian parents and their children while providing a high quality, Christ-centered educational program marked by academic excellence and the development of a biblical worldview and strong Christian character.



### ***Glorify God***

Our ultimate ambition is to glorify God, our creator, Lord and Savior. Everything we do will come from this desire and be measured by this standard (1 Cor. 10:31).

### ***Serving Christian Parents and Their Children***

We desire to support Christian parents in the discipleship of their children in the knowledge and love of God. We don't aim to usurp parents' responsibility to instill beliefs, morals and attitudes in their children. We will strongly reinforce biblically faithful beliefs and qualities.

### ***High Quality***

We are committed to providing an educational program of the highest quality in every respect. As image-bearers of our Heavenly Father, we honor Him by giving Him our best and diligently pursuing growth in all our God-given capacities.

### ***Christ-Centered***

It is our firm desire that Christ be preeminent in all we do and teach at our school. All aspects of education at HCA are intentionally designed to strengthen the relationships of our students to Christ and His mission.

### ***Academic Excellence***

Graduates of HCA consistently report that the education they received prepared them well for academic and vocational success as well as faithful witness in contexts where biblical faithfulness is strongly tested.

### ***Biblical Worldview***

Faithful disciples of Jesus Christ approach the world as Christ does, and this is learned from the study of Scripture through disciplines including systematic, biblical, and applied theology. A biblical perspective is integrated into every subject taught and every aspect of school life.

### ***Strong Christian character***

Christian character not only finds its moral grounding in the Bible, but finds its transformative power in the work of the Holy Spirit on the consciences of those who embrace by faith Jesus as Lord and Savior. Only by pointing students to Christ can their character be formed by Christ.

## **Statement of Faith**

HCA's identity, objectives and approach are all rooted in a system of beliefs about the way things really are and ought to be. As a ministry of Redeemer Presbyterian Church, HCA is committed to the following tenets of Christian doctrine:

### ***God***

- The unity of God existing in three persons, the Father, the Son, and the Holy Spirit. God is the Creator, King, Ruler and Sustainer of all things.

### ***The Bible***

- The divine inspiration and inerrancy of Scripture in all of its parts and teachings. It is the supreme authority over every area of our lives as individuals and as a church.

### ***Humankind***

- Man and woman as created in the image of God, in high dignity, yet now under God's condemnation for their rebellion against His good and just authority. Since the Fall, we are both guilty of and polluted by sin, which has affected us spiritually, intellectually, psychologically, socially and physically.

### ***Jesus Christ***

- Jesus Christ, the eternal Son of God, who became fully human in order to live a sinless life and die a painful death in our place. Through His life, death, and bodily resurrection, He accomplished a decisive victory over sin and established His Kingdom among us.

### ***The Holy Spirit***

- The necessity of the work of the Holy Spirit to make the work of Christ effective in the life of His elect. The Spirit grants us repentance toward God and faith in Jesus Christ. We can escape the penalty and power of sin through faith in Christ alone, and not through any goodness or moral effort of our own.

### ***Last Things***

- The bodily resurrection and the personal and triumphant return of Jesus Christ to earth for final judgment and the consummation of His Kingdom.

HCA also holds to the teaching more fully laid out in the Westminster Confession and Catechisms, which we believe to be an accurate and systematic summary of the Christian faith. Redeemer Presbyterian Church is a member of the Presbyterian Church in America.



## Organizational Structure

HCA is a parochial school under the headship of Redeemer Presbyterian Church. The Head of School reports to the HCA Board of Directors and is also under the care of the Redeemer Session (i.e. the elder board). The Redeemer Session officially calls and appoints the HCA Head of School position and provides ongoing spiritual oversight. The HCA Board of Directors oversees the Head of School in the execution of his or her ongoing duties operating the school and engages with the Head of School on policy and strategic planning. The Head of School must be a member in good standing of Redeemer Presbyterian Church.

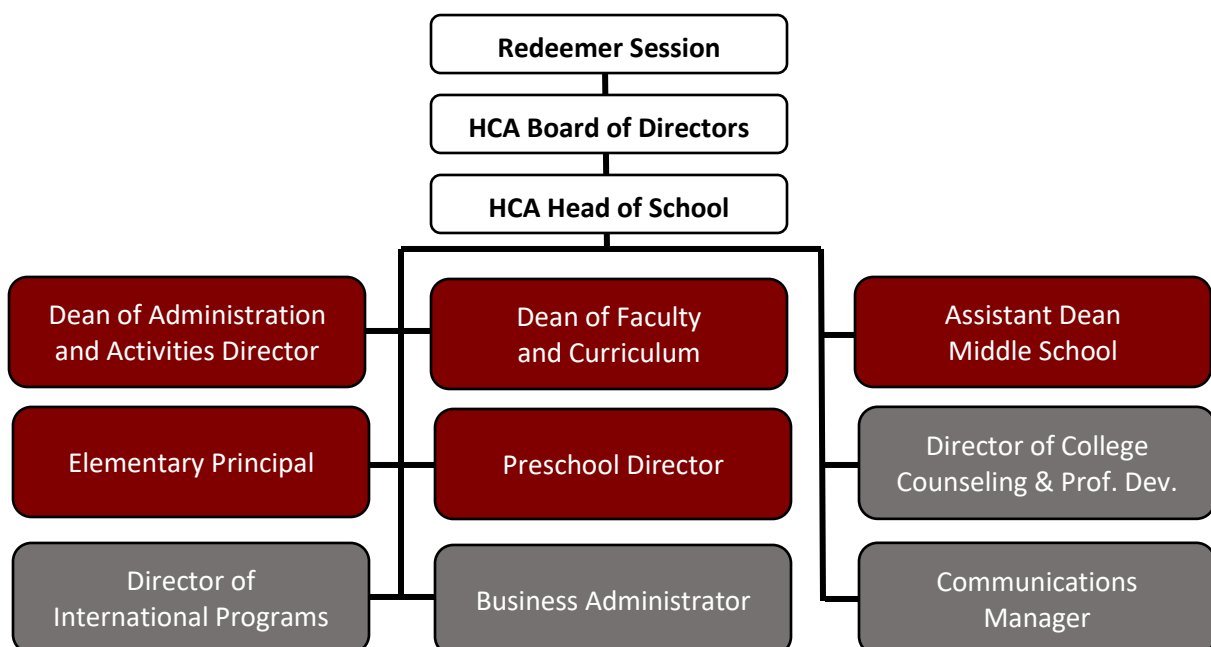
The HCA Board of Directors has nine voting members, and the board meetings are also attended by the Head of School in a non-voting capacity. School bylaws require that at least one-third of the board be members of Redeemer Presbyterian Church, and at least one member be from the Redeemer Session.

The HCA leadership positions reporting directly to the Head of School include (in maroon below):

- Dean of Administration and Activities Director
- Dean of Faculty and Curriculum (upper school)
- Assistant Dean (middle school)
- Elementary Principal
- Preschool Director

Additional administrative positions are appointed at the discretion of the Head of School, and currently include (in gray below):

- Director of College Counseling and Professional Development
- Director of International Programs
- Business Administrator
- Communications Manager



## **Position Overview**

The Head of School is hired by the Redeemer Presbyterian Church Session at the recommendation of the HCA Board of Directors. The Head of School is the Chief Executive Officer of HCA, and will be charged with, but not limited to, the ***DUTIES*** listed below. These duties are in order of priority and reflect expected keys to success as HCA enters into the next season of significant growth (more than 50% over a multi-year period) and a deepened focus on Christ-centered excellence.

### ***Spiritual Leadership***

- **Steward and propagate** the **mission** of HCA. Establish a culture consistent with HCA's mission among the school staff, the student body, and the parent community.
- Provide direct, mature **spiritual leadership** to the staff, students, and broader HCA community.
- Assist the RPC Session in **promoting unity** within the school and church communities.

### ***Development Leadership***

- Lead and implement **fund-raising** and **donor development** in support of the strategic plan.
- Establish and implement, in collaboration with the HCA Board, the **strategic plan** for the school. Effectively communicate the plan to all stakeholders.

### ***Executive Leadership***

- **Promote** HCA and its events and activities, as well as Christian education more broadly, through ongoing engagement in area churches, school associations, conferences, and community events.
- Manage, direct, and develop direct reports. Manage and direct all **staffing** related activities and objectives including recruitment, hiring, retention, performance, and development.
- Manage and direct all aspects of school **finances and operations**.

### ***Academic Leadership***

- Facilitate the development, implementation, and evaluation of school-wide **curricular goals**.
- Manage and direct school-wide **accreditation** activities and processes.

---

An ideal candidate for the Head of School position will meet the following ***QUALIFICATIONS***:

- A demonstrated **intimate walk with Jesus Christ**, active participation in God's church, and a daily dependence on God expressed through devotion, service, and prayer.
- Personal **characteristics** of leadership, integrity, humility, enthusiasm, and strength.
- A successful track record leading **fund-raising** and **donor development**.
- Broad organizational **leadership** experience.
- A **demonstrated commitment** to Christian day school education.
- A **master's degree** in a relevant field.
- Subscribe to the **Westminster Confession of Faith** and the Larger and Shorter Catechisms.
- Be willing to become a **member** of Redeemer Presbyterian Church.



## About Overland Park, Kansas

Overland Park has often been recognized as one of the country's best places to live. The city is relatively young – as a suburb of Kansas City, it was incorporated in 1960 – but is now the second-most populous city in the state of Kansas and in the Kansas City metropolitan area.



Many companies have their corporate headquarters in Overland Park. And with a good mix of offices and retailers, the city boasts some of the lowest property taxes in Kansas.

Amenities are plentiful in Overland Park and Johnson County, with 83 parks and open spaces, four small lakes and six sports facilities. It has been rated by Livability.com as the Top Soccer City in the country, with a \$36 million soccer facility that's considered one-of-a-kind.



Here are several other awards and honors Overland Park has received over the past two years:

- [Best Place to Raise a Family](#), Wallethub
- [Best Places to Live in 2018](#), Money Magazine
- [Top 100 Best Places to Live](#), Livability
- [Best Cities to Raise a Family in America](#), Niche
- [Best Cities to Live in America](#), Niche
- [Best Cities for Middle Class Families](#), Simple Thrifty Living
- [Best Places to Retire](#), Wallethub
- [Safest Cities in America](#), Niche
- [Happiest Cities in America](#), Wallethub
- [Healthiest Cities in the U.S. for Families](#), Ladders
- [Most educated cities](#), Consumers Advocate
- [Cities with the Best Public Schools in America](#), Niche
- [Best Places to Buy a House](#), Wallethub
- [Best Cities to Buy a House in America](#), Niche
- [Best Real Estate Markets](#), Wallethub
- [Best Cities for First-Time Homebuyers](#), Wallethub
- [Best Cities for Young Families to Buy a House in 2018](#), ValuePenguin

## Candidate Process

Thank you for your consideration of the Head of School position at Heritage Christian Academy! If you feel a sense of God's call to pursue this opportunity, we invite you to begin the inquiry process. All candidate conversations and information provided will be treated confidentially.

Please provide the following information:

- A current resume.
- Names and contact information for four references that are familiar with you and your career. We will only contact those references with your permission.
- A summary of your spiritual journey of faith in Jesus Christ. Share how God is using you in your work, your church, and your community. Describe how your faith shapes your relationships with students, parents, faculty, staff, the Board of Directors, and the greater community.

Please submit this information in Word or PDF format to:

Ben Vos  
HCA Search Committee Chair  
[hcsearchcommittee@hcakc.org](mailto:hcsearchcommittee@hcakc.org)

