

*Building foundations
where faith and learning
unite.*

Our Vision:

CCA desires to be a thriving presence in the community with a reputation for excellence in academics and for well-rounded, respectful students who are exemplary representatives of God and their school.



OPPORTUNITY PROFILE

For the position of

HEAD OF SCHOOL



Cornerstone Christian Academy
180 Houlton Road
Presque Isle, ME 04769
(207) 768-6222
cca@cornerstoneme.com

www.cornerstoneme.com

Contact: Dwayne Conley
Search Committee Chairman
(207) 768-6222
searchcom@cornerstoneme.com

Our School:

MISSION STATEMENT

In partnership with parents, Cornerstone Christian Academy equips and strengthens students through education, relationships, and activities to stand firmly upon the truth of God's Word and to become effective servant-leaders who impact the world through Biblical thought and action.

HISTORY

Cornerstone Christian Academy was founded in 2006 and is the only independent, private Christian school in the greater Presque Isle area. It was founded because of the vision of a group of Christian parents with the desire to develop an excellent independent Christian education alternative.

TODAY

Cornerstone Christian Academy serves as an extension of the Christian home, seeking to educate the whole child - spiritually, intellectually, emotionally, socially, and physically. The Academy teaches its students Christian values and assists parents in developing their child's Christian character within the framework of a sound academic education. Our teachers are caring individuals who have a growing relationship with Christ and demonstrate a life of service and love to the students they teach. Along with quality academics, we provide a safe, secure, and respectful learning environment.

Cornerstone Christian Academy is known for its strong focus on a distinctly Biblical philosophy of education, for its independent non-denominational environment, for the commitment and dedication of its administration and faculty, for the high spiritual and academic quality of its leaders, for its commitment to partnering with parents, for its commitment to academic excellence, and for its commitment to ongoing school improvement. As partners in the educational process, families are expected to become active and supportive members of the school community. CCA is a member of the Association of Christian Schools International (ACSI).

FUTURE

The Academy currently leases classroom space in the lower level of Family Christian Center with plans to move into its own facility in the near future. During the summer of 2012, we will be relocating to 180 Houlton Road in Presque Isle, an 11-acre property which will accommodate our anticipated growth for years to come. Fundraising and construction efforts are underway to add a classroom wing to the existing building which houses a gathering room, office space, and bathrooms.

Cornerstone Christian Academy is, and will continue to be a thriving presence in the community with a reputation for excellence in academics and for well-rounded, respectful students who are exemplary representatives of God and their school.

Cornerstone Christian Academy will continue its focus on ongoing school improvement.

Cornerstone Christian Academy will remain true to its commitment to Biblical truth and a Christian Philosophy of Education.

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Cornerstone Christian Academy will grow in its leadership and influence within the network of Christian schools, encouraging excellence and high standards within the context of Christ-centered education.

Cornerstone Christian Academy has a vision to build a sustainable future for a foundation of excellence in education for the next several generations.

Cornerstone at a Glance:

- Enrollment in September 2011: 35
- Current Grade Levels: Pre-K through 8th grade
- Staff: 11 Full-time and Part-time
- Annual Budget: \$212,000
- Indebtedness: None
- School Districts within 25 miles: 8
- Cornerstone Christian Academy will steadily increase in enrollment after the school moves into its own facility. Based on national statistics, private Christian schools can expect to draw 4-8% of the student population in their area. With approximately 6,302 students enrolled in 8 school systems within a 25 mile radius of Cornerstone, that translates to a potential enrollment of 252 - 504 students (*potential enrollment including grades 9 through 12*).

School Districts	# Students	Low 4%	High 8%
Ashland	366	15	29
Caribou	1,658	66	133
Easton	217	9	17
Fort Fairfield	655	26	52
Limestone	355	14	28
Mars Hill	477	19	38
Presque Isle	2,156	86	172
Washburn	418	17	33
Total # Students	6,302		
Total Potential Enrollment		252	504

*<http://www.nmdc.org>

Our Community:

LOCALE

[Presque Isle](#) is the commercial center and largest city in Aroostook County, the largest county east of the Mississippi. The City of Presque Isle, home to approximately 9,700 residents, is a small, safe town in rural northern Maine. The City offers a full range of municipal services unequalled for a similar sized community in the State of Maine. Presque Isle has evolved into a regional service center for commerce, business, education, health care, air transportation and recreation. The City hosts its own television and radio stations, world-class skiing and mountain biking trails, extensive snowmobile/ATV trails, several golf courses, and a shopping mall. Situated 42 miles from Interstate 95, Presque Isle is accessed by US Route 1, six state routes, rail and the [Northern Maine Regional Airport](#). The airport provides for daily scheduled air service and general aviation services. The City is also home to two colleges: University of Maine at Presque Isle and Northern Maine Community College.

Presque Isle’s downtown area features shops, restaurants, and a movie theater. Further north is the city’s business district.

Presque Isle is within driving distance of many picturesque rural communities and some of the most beautiful, unspoiled wilderness an outdoor enthusiast could ask for. Northern Maine shares a border with Canada, providing opportunity for exciting day and weekend trips to destinations such as Fredericton, New Brunswick and Quebec City, Quebec.

Central Aroostook County's climate can be classified as a typical continental type. Winters run from early November to late March, with snowfall averaging about 110 inches per season. The average first freeze is mid September, and the average last freeze is mid May. Summers are temperate and have abundant rainfall which is one of the most important factors in the high yield of diversified crops. Temperatures range from a daily average of 76 degrees F in the summer to 19 in the winter.

Demographics		
Aroostook County & Maine Quick Facts		
	Aroostook	Maine
Land Area (square miles)	6,671.54	30,861.55
Population (2000)	73,938	1,277,483
Population Estimate (2006)	73,008	1,321,574
Population Density Per Square Mile	11.1	41.3
Housing Units (2006)	39,287	691,132
Civilian Labor Force (2008 Year End Avg.)	35,699	709,769
Per Capita Income (2006)	\$26,633	\$32,095
Median Household Income (2006)	\$32,642	\$43,439
Median Age (2006)	43	41
Education: % High School Graduate		
Age 25+ (2000)	76.90%	85.40%
Education: % Bachelors Degree or Higher		
Age 25+ (2000)	14.60%	22.90%
Source: Maine Department of Labor, Labor Market Information Services, Population Division U.S. Census Bureau, Bureau of Labor Statistics		

*<http://www.nmdc.org>

Position Profile

The single most important prerequisite for prospective candidates is a vibrant and growing relationship with Jesus Christ. This will be an individual of deep and disciplined personal devotional life that results in an overflow into one's public life. Anyone interested in this role will show commitment to ongoing spiritual growth for self and others. Potential candidates will be known as Christ-like examples in their communities, have a knowledge and understanding of Scripture, be aware of how God has gifted him or her spiritually, and live in humble reliance upon the Lord.

Continuing in this light, the new Head of School will be known by others as a servant leader and one who treats others with respect and truthfulness. By serving others and ensuring their success, the Head of School will best serve all of the needs of CCA and the community and will have excellent rapport with all community constituents.

Given that this is the role of chief executive officer of a Christian educational organization, the Board is seeking a leader who demonstrates a passion for education based upon a biblical worldview. As the instructional leader of the school, the Head of School will understand and value the importance of education and must demonstrate the importance of lifelong learning. In leading a learning community where all children and adults are learners, the Head of School must be committed to professional development in order that CCA may grow in its effectiveness in delivering strong instruction and curriculum.

Application Requirements

To inquire or apply, send a cover letter and resume to: cca@cornerstoneme.com

Contact: Dwayne Conley
Search Committee Chairman
(207) 768-6222
searchcom@cornerstoneme.com

Professional Competence and Experience:

The Head of School will serve as the chief executive officer for CCA and report to the Board of Directors. The Head of School must provide Christ-centered, Biblically-directed, spiritual leadership over all aspects of the school. He or she will be responsible for oversight of all academic, co-curricular, business, and advancement operations. This will require inspirational and strategic leadership in instructional and spiritual development, business management, and institutional advancement. Additionally, this leader will be the chief spokesperson for CCA and must play the lead role with the various constituencies of the CCA community: students, parents, staff and faculty, pastors, and the Board of Directors.

CHARACTERISTICS OF CANDIDATES

- Born-again believer
- Subscribe without reservation to CCA's Statement of Faith and Philosophy of Education
- Christian role model in the Academy and the community
- Member in good standing of a local, Bible-believing church whose doctrine is in agreement with CCA's Statement of Faith
- Show by example the importance of Scripture study and memorization, prayer, witnessing, and unity in the body of Christ
- Leadership skills with a servant's heart
- Excellent rapport with parents, teachers and students
- Passion for excellence in education based upon a Biblical worldview
- Administration and management skills
- Excellent oral and written communication skills
- Confidence and desire to take an active role in fundraising
- Committed to lifelong learning and professional development
- Ability to foster a mission-minded environment
- Vision of growth through outreach and recruitment

Community

Communication

Capital

We have various committees, groups, events that play an active role in the success of our school.

Academic Affairs

The Academic Affairs committee reviews curriculum and recommends curriculum changes, writes/revises policies related to the academics of the school and to school life, assists in dealing with problems related to student behavior and/or student academic performance, and serves as Admissions Committee, reviewing enrollment applications and recommending students for acceptance/denial of admission to CCA. This AA committee is made up of board members, parents, and interested individuals, as well as, the Head of School. – Chairperson, Angela Wardwell (Association member)

Personnel

The Personnel committee advertises for vacant positions, reviews resumes and applications, interviews applicants, recommends the hiring of new personnel, writes/revises the Teacher Handbook, and assists in dealing with personnel issues as necessary. – Chairperson, Connie Heald (Board member)

Finance

The Finance Committee develops the operating budget, recommends tuition rates, awards financial aid, and establishes and implements a plan for future development. – Chairperson, Sheila Currie (Board member)

Legal/Legislative

The Legal and Legislative Committee negotiates lease agreements, reviews and edits staff contracts, reviews/revises bylaws as necessary, and stays informed of legal and policy issues that impact, or could potentially impact the school. – Chairperson, Dwayne Conley (Association member)

Buildings and Grounds

The Buildings and Grounds committee is responsible for all matters related to the physical plant of the school, ensures that the building meets code, repairs and maintenance, playground design and maintenance, work days, and expansion of facilities to accommodate growth – Chairperson, Noel Currie (Association member)

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Volunteer Service Program

The VSP's objective is to get people excited about Christian Education and allow for unity, a "family" so people can enjoy coming together. New families, staff, board, and "veteran" families collectively participate in this unique opportunity to "earn points" by supporting the various activities at the school. – Chairperson, Anne Lunn (Association member)

Fundraising and Promotion

The F&P committee is responsible for overseeing all major fundraising and promotion of the school. The committee is made up of board members, parents, and interested individuals, as well as, the Head of School. While we oversee these functions, we are not solely responsible for them as each event has its own chairperson who reports back to the F&P committee with updates and communication. As Chairperson, I facilitate the meetings and involve as many people as possible in the different events matching passions and abilities with events and activities. Some of the F&P activities include the Annual Auction, Annual Golf Tournament, Praise Challenge, Promotion Dinner, Investor Dinner, Christmas Light Parade, and radio/television interviews. – Chairperson, Troy Heald (Association member)

Parent Teacher Fellowship

The objectives of the PTF are to support the school, encourage communication between parents and teachers, raise parental awareness and to promote parental involvement in school issues, and activities, and raise and administer funds for specific educational equipment and projects that will further enrich our children's learning environment. Our activities include Classroom MOMS, Thanksgiving Dinner, Old Fashioned Christmas Sweet Shop, Scrapbook Calendar, Pampered Chef, Field Day, and Yearbook. – PTF President, Heidi Simoes (Association member)



Professional Reference

Dear Prospective Administrator,

I have been involved in Christian education as a student, faculty member, administrator, parent, committee, and board member since 1975. For 14 of those years, I had the wonderful privilege of being the headmaster of two of the finest Christian schools in New England.

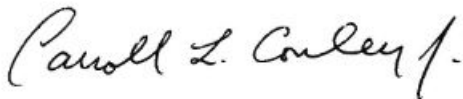
My dominant impression while working with Cornerstone Christian Academy is this: these people are doing it right. I've always felt that a vibrant, effective Christian school could thrive in the Presque Isle/ Caribou area, and now that is coming to fruition.

While Cornerstone Christian Academy has many great assets, including a committed faculty, engaged parent base, future facilities, I'm most impressed with their Board of Directors. I've never seen a more talented, organized, supportive School Board.

This school is energized and ready to execute its vision of serving Christian families and positively impacting their community. They are looking for that anointed individual with the talent, knowledge, and courage to join them and lead them. I truly believe this is an incredible professional opportunity for anyone to give serious and prayerful consideration.

As a former administrator, I want you to know that this *Opportunity Profile* document accurately depicts the present reality and culture of Cornerstone Christian Academy. It's not some "cut and pasted" pipe dream hoping to be implemented in the distant future. While future plans are included (especially in regard to their facilities), I urge you to pay close attention to the Board/Committee structure that is the lifeblood of the school community. I can't imagine any administrator being more supported and empowered than the next headmaster of Cornerstone Christian Academy.

Sincerely,



Carroll L. Conley, Jr.

P. S. If you would like to speak with me directly from an administrator's perspective, feel free to contact me at (207) 659 - 6447 or clcll@yahoo.com