NEWARK ACADEMY
Livingston, New Jersey
Coed-Day / Grades 6-12 / Enrollment 549
www.newarka.edu/

HEAD OF SCHOOL
JULY 2007

THE SCHOOL
Founded in 1774, Newark Academy is one of the nation’s oldest and most highly regarded independent secondary schools. The Academy offers a traditional rigorous college preparatory program that emphasizes global awareness, social consciousness and ethical issues. The program fosters leadership, problem-solving and communication skills as it excites curiosity and inspires self-confidence. Newark Academy is a cosmopolitan, inclusive school which enrolls students of strong academic ability, strong character and a love of learning. The challenging curriculum offers opportunities in 23 Advanced Placement subjects, and Newark Academy remains the only independent school in New Jersey authorized to offer the prestigious International Baccalaureate Diploma.

THE OPPORTUNITY
The next Head of School will find a profoundly optimistic place where personal achievement is joined with a generous, giving spirit. The process of learning is valued for and by all members of the Newark Academy community. Newark Academy’s teachers educate their students in an environment where the integrity of the profession is secured by a Board of Trustees and an Administrative Staff that insists upon due respect from colleagues, parents, and students. Elizabeth Penney Riegelman has successfully served as Head of School since 1996, a period which has seen growth in program, enrollment, philanthropy, financial strength and academic reputation.

HISTORY
Newark Academy is the second oldest independent day school in the state of New Jersey, and one of a handful of pre-Revolutionary schools still operating in the United States. The Academy was founded in 1774 by Alexander Macwhorter, a leading cleric and advisor to George Washington. Temporarily closed after being burned by the British during the Revolutionary War, the school reopened in new quarters in 1792. In 1802, the Academy opened a separate division for girls, but the innovative program was closed in 1859. In 1964, the Academy moved from Newark to Livingston, and, in 1971, became fully co-educational. Co-ed enrollment is now 50-50.

MISSION
Newark Academy’s mission is to contribute to society thoughtful and compassionate citizens who embrace their responsibilities as ethical, intellectual, and civic stewards in the global environment.
PHILOSOPHY
The motto of Newark Academy, *ad lumen*, implies the mission of the school: toward enlightenment. Since 1774 this motto has illustrated the belief that education is a shared process of inquiry, a process in which students strive to expand the horizons of their minds through dialogue with teachers, peers, and community. A Newark Academy graduate has a significant grounding in content knowledge and an understanding of the value of dialogue.

Newark Academy recognizes that a responsible education is best served by an inclusive community with a variety of backgrounds; differences both expand and refine inquiries. Bound together through the Newark Academy Honor Code and guided by the Faculty, all members of the community share the common pursuit of respect, scholarship and integrity. Service to Newark Academy is the school’s timely mission, but service to the greater community is the ultimate goal.

Newark Academy’s intent is to contribute to the world thinking and informed citizens, grounded in the core disciplines, and trained in the process of inquiry itself. Graduates move with confidence and humility into the world knowing that their years of study equip them to deal responsibly with the challenges they will face in the future.

LOCATION AND SETTING
Newark Academy is located on a 68-acre campus in Livingston, in Essex County, New Jersey. The wooded upper reaches of the Passaic River border the rolling lawns of the campus. The school is 13 miles west of the city of Newark, and 21 miles from New York City.

Newark Academy’s main, red brick, colonial-style building has a 550-seat auditorium, five science laboratories, 40 classrooms, a language laboratory, a state-of-the-art computer facility and a 350-seat dining room. The Library houses a 23,000-volume collection, as well as a vast periodical and microfilm collection. The Arts Center has studios for the fine and performing arts, classrooms, a "black box" theater, and a world-class art gallery. In all, there are 240,000 square feet under cover.

The most recent building is the Field House, which opened in 2001. This 57,000-square-foot athletic center houses a gymnasium with three basketball courts, a six-lane pool with spectator area, a four-lane track and a state-of-the-art fitness center. The former small gyms in the main building have been converted to a fencing center and wrestling rooms. Outdoor athletic facilities include two baseball diamonds, a softball field, an all-weather track, a field hockey area, two lacrosse and soccer fields, two football fields, four basketball half courts, a cross country course and eight tennis courts. There is a 2.5-mile system of hiking trails and outdoor classrooms that surround the school.
**HONOR CODE**
In an environment where educational enlightenment and growth are the goals, the integrity of each member of the community is a crucial foundation. The honor code serves to reinforce the understanding that members of the Newark Academy community uphold principles of honor and integrity in dealing with people, personal property, and academic work.

**ACADEMIC PROGRAM**
Newark Academy believes its students’ education must be grounded in the fundamental disciplines of secondary school: English, mathematics, science, foreign languages, humanities, and fine arts. The minimum goal of such an academic program is to extend the students’ knowledge and develop their skills. The program stimulates a desire for further learning, develops creativity, and encourages the use of their talents for service.

Between 2000 and 2005, at least five Newark Academy graduates enrolled at the following colleges and universities: Barnard (8), Boston College (5), Boston University (18), Brown (11), Bucknell (6), Carleton College (5), Carnegie Mellon (7), University of Chicago (5), Columbia University (11), Cornell (33), Drew (6), Duke (6), Emory (17), George Washington (15), Georgetown (10), Harvard (9), Haverford (5), Johns Hopkins (10), Lafayette (5), Lehigh (16), University of Maryland (5), MIT (6), University of Michigan (12), Middlebury (6), Muhlenberg (8), NYU (25), Northwestern (6), University of Pennsylvania (15), Princeton (5), Rutgers (10), Skidmore (5), Syracuse (11), Tufts (10), Union (6), Vanderbilt (7), Villanova (5), Wake Forest (5), Washington University (11), Williams (5), and Yale (5).

**MIDDLE SCHOOL (GRADES 6-8)**
Thirty-five to forty students enroll in the Middle School in grade 6; there are 50 students in grades 7 and 8. Middle School English is a progression of close readings in all genres, with focus on character, themes and symbolism, as well as creative writing in prose and poetry. The Middle School foreign language program begins with a sixth grade course in language skills, followed by introductory classes in French, Latin, and Spanish in seventh grade. Foreign language placement tests determine which of three class levels a student will join. Sixth grade students engage in an introduction to social studies skills via projects and readings in world cultures. Seventh grade begins the introduction to American history, the American environment and American technological progress. In the 8th grade, students revisit the cultures of the world and discover new fields of study such as archaeology, political science and world religions. Mathematics courses in the middle school lead up to Algebra I in eighth grade. New students take assessment tests to ensure appropriate placement in three available math courses for each grade. The comprehensive science program stresses active inquiry and hands-on exploration. Students in 6th grade participate in numerous cooperative and collaborative learning activities to introduce them to the scientific methods and principles of science. The exploration continues in 7th and 8th grade as students check for microbes in water samples from the school pond, plot weather conditions on the web, use Lab Pros and Vernier probes to record real-time data and design, and implement experiments to test hypotheses.
**Upper School (Grades 9-12)**

In the Upper School, approximately 100 students in each class are supported and challenged to reach their academic potential. In English courses students study texts in-depth and learn to express their thoughts through formal analytical essays and to read discerningly. The department focuses on the craft of writing, from accuracy of grammar and spelling, to writing for a variety of audiences and genres. Students are encouraged to refine their speaking skills and to become critical listeners. The three-year foreign language requirement for graduation can be earned in French, Latin, Mandarin or Spanish. Fluency is the primary goal in the language department, coupled with a strong insight into foreign culture and history. Upper school students are required to take three years of humanities culminating with the study of American history in their junior year. There is also a wide range of electives including government, world history, philosophy, economics and art history. The mathematics department provides graduates with a strong foundation of contemporary mathematics and provides each student with the fundamental concepts and skills needed for intelligent interpretation and appreciation of quantitative relationships. Teachers work to identify the ability level of each student and to design a program that meets the individual student's needs. There is a comprehensive and diverse range of courses and levels. Technology enhances students' understanding of mathematics and its relevance. In the upper school science classes, students expand their knowledge of biology, chemistry and physics and may choose to take electives including geology, biotechnology, astronomy, biochemistry, and environmental science. Twenty-three AP courses are offered, including every discipline.

**International Baccalaureate Program**

Established by international educators over thirty years ago, the International Baccalaureate Program offers rigorous, college-level work to 11th and 12th graders. More than 1,000 schools in 102 countries participate in the program. The 24 courses in the IB curricula have an international focus and emphasize the development of skills, not just content mastery. Students in the IB program are evaluated based on a variety of assessments, including papers, portfolios, and audiotapes. The program culminates with oral and written exams that can lead to college credit, advanced standing, and transferability across the U.S. and the world.

Twenty-four members of the Newark Academy faculty teach in the IB program. Of these teachers, 25% hold doctorate degrees and 92% have earned masters degrees, a number with tuition fully funded by the school’s strong professional development program. Nearly half of the IB faculty have studied abroad or have lived overseas for an extended period of time.

**The Arts**

Newark Academy offers an environment where artistic talent is valued and encouraged. The Elizabeth B. McGraw Arts enter, a state-of-the-art facility with studios, classrooms, a theater, and a world-class gallery, is symbolic of the school’s commitment to the arts. Middle School students take a series of classes in arts, music, drama, and dance. They can also participate in band or chorus, and many perform in the annual musical, the spring play, and dance concerts. Upper School students must take a minimum of three terms in the arts for graduation, but most do much more. In addition to courses in acting, dance, ceramics, drawing and printmaking, painting, and
photography, Newark Academy offers a range of advanced electives for the most talented and committed students.

**PHYSICAL EDUCATION AND ATHLETICS**

The physical education program is designed to help develop the individual's physical, emotional, interpersonal and intellectual growth through activities which lead to the development of strength, endurance, co-ordination, flexibility and skill. The program encourages lifelong fitness.

While sports participation is not required, over 80% of the student body plays on at least one interscholastic team at some point in their Newark Academy career. Sports offerings include football, field hockey, volleyball, soccer, cross country, tennis, basketball, swimming, wrestling, indoor track, fencing, lacrosse, golf, track, softball and baseball. Newark Academy has won over 70 Prep and NJISAA championships over the past two decades. Recent achievements include the boys’ tennis team which won the State non-Public B trophy for the 27th consecutive year in 2005. The 2005 team completed a sterling 29-0 record as the N.J. Tournament of Champions and boasts a 68-match unbeaten streak. Both the boys’ basketball and baseball teams in 2005 won the State Prep B titles. Girls’ varsity teams set records in lacrosse, with an all-time best record of 10-6, and in softball, with a best season with a 16-9 record.

**COMMUNITY SERVICE**

Teaching students to give back to their community is a major part of Newark Academy’s Core Values and Mission. Making a difference can mean rallying their friends during Spirit Week, volunteering to present at Morning Meeting, or mentoring a younger student. It also means helping to meet the needs of the larger community. Each year Newark Academy students complete more than 12,000 hours of community service. Whether they tutor students from the Newark area, host them for an annual holiday party, help senior citizens become computer-literate, or volunteer for dozens of other opportunities, students learn to set their ambitions beyond personal and professional success. Community service is a requirement in the Upper School.

**EXTRA-CURRICULAR ACTIVITIES**

The extracurricular programs at Newark Academy are strong, offering diverse choices which are well aligned with students’ non-academic interests. Students participate broadly in a variety of activities, clubs, arts, athletics and community services. The involvement of faculty, administration, coaches and parents is broad based, dedicated and genuine.

A partial list of clubs and activities includes ACLU Club, AIDS Awareness, Astronomy Club, B-movie Club, Biking Club, Business and Entrepreneur Club, Community Service Council, Concert Club, Cricket Club, Environmental Club, Film Club, Girls for Girls, Honor Council, International Club, Junior States of America, Lyric Singers (female), Mini-Golf, the newspaper *The Minuteman*, Mock Trial, Model United Nations, the mathematics honor society Mu Alpha Theta, NOW chapter, Newark Academy Political Forum, PETA, the yearbook *The Polymnian*, the literary magazine, *Prisms*, Quiz Bowl, SADD, Ski Club, Speech & Debate, Student Council, Tae
Bo, Umajaa Club (cultural awareness), Vigoroso (male singing group), Yale Model Congress, and Young Democrats of America.

**The Newark Academy Community**

Students come to Newark Academy from 80 towns in north-central New Jersey. Twenty-one percent of students are of color. The international character of the student body is indicated by the results of a recent survey which found six percent of students have dual citizenship. Fifteen percent have spent time living in other countries. Sixteen percent are fluent in a two languages. Nineteen percent speak a second or primary language other than English at home. Twenty-nine percent have parents who were raised in another country. Ninety-three percent have traveled outside the U.S. Such diversity ensures that students encounter the range of perspectives they will find in the “real world.”

**Students**

Newark Academy students are intellectually curious, ethically sound, globally aware, and well-rounded. Students exhibit intellect, character and welcome learning. Every evidence—from a superior college list to record numbers of National Merit Scholars, from enrollment in honors courses to the success of the athletic teams, from the virtuosity of performing groups to the many thousands of hours students commit to community service—indicates that Newark Academy currently enrolls one of the finest student bodies in the nation.

Highly competitive admissions ensure a diverse and motivated student body, and in recent years, Newark Academy has become ‘the school of choice” for many families in the region. Enrollment statistics are worth noting: 464 students applied for 118 spaces (25% acceptance rate) in 2005-2006 and the number grew to 514 applicants for the same number of spaces in 2006-2007 (23% acceptance rate). Sixty-three percent of applicants offered admission accepted.

**Faculty**

Of the 73 faculty members, 90% hold advanced degrees and 12.5% are of color. The average teaching experience is 19 years. Student teacher ratio is 13:1, and the average class size is 13.

**Board of Trustees**

Newark Academy is governed by a board of 22 members, nine of whom are current parents and ten of whom are alumni.

**Annual Giving and Development**

Annual Giving for the 2004-2005 fiscal year totaled $750,000. Capital giving in the same year reached $1.5 million. One hundred percent of trustees, 65% of parents and 11% of alumni participated in giving in the 2005-2006 fiscal year. The Annual Fund typically provides between 10% and 15% of the operating budget.

The current endowment is $15 million. The goal of the current Capital Campaign is to raise the endowment to $20 million by the end of 2006, funds which will benefit faculty, student financial aid and general operations.
FINANCES
The annual operating budget is $13.5 million and the school will be debt free by October 1, 2006. Tuition for 2006-2007 will be $23,000.

FINANCIAL AID
The financial aid budget for 2005-2006 totaled $1.3 million, 9% of revenue. Sixteen percent of students receive financial aid. The Board of Trustees-established minimum for gross financial aid will rise to 10% effective for the 2006-2007 school year.

ACCREDITATION
Middle States Association of Colleges and Schools
New Jersey Association of Independent Schools

MEMBERSHIPS
Middle States Association of Colleges and Schools
New Jersey Association of Independent Schools
National Association of Independent Schools

THE NEXT HEAD OF SCHOOL
The Head of School is the Chief Executive Officer and is responsible to the Board of Trustees for accomplishing the school’s mission and for implementing policies determined in conjunction with the Board. The Head is responsible for development and direction of curriculum; hiring, supervising, professional development and evaluation of all staff; admission and evaluation of students; management of finances and facilities; promoting the school among its various constituencies and maintaining appropriate liaisons in the broader community.

The next head of school must be a passionate supporter of global education and the diversity of students and teachers. He/she must be committed to working closely with parents and the Board. In addition, this individual should foster a tone and culture supportive of inclusive, collaborative decision-making, and commitment to community.

STRENGTHS AND QUALITIES OF NEWARK ACADEMY
• A clear and well-lived mission
• A strong, talented and experienced faculty
• A student body that is bright, kind and contributive
• Good relationships across the school and a family atmosphere
• Diversity and a strong sense of community
• An ethos of acceptance, tolerance and excellence
• Balance: academics, arts, athletics and community service
• International Baccalaureate and Advanced Placement programs
• Strengthened academic reputation, image, finances and stability in the past decade
• Momentum reflected in many ways, i.e. recent $20 million campaign for endowment
• Strong leadership in the board and administrative team
THE CHALLENGES FOR THE NEXT HEAD OF SCHOOL

• Attracting, supporting and retaining faculty
• Affordability and financial aid
• Strengthening the culture of philanthropy across all constituencies
• Issues of space and time, including some facilities needs
• Reviewing the nature of the Middle School within the overall institution
• Review of tension between the IB and AP
• Becoming more global and more green
• Technology expectations and infrastructure
• Keeping true to the ethos and culture of the school

CHARACTERISTICS SOUGHT IN THE NEXT HEAD OF SCHOOL

• Senior leadership and management experience in several school settings
• Classroom teaching experience, especially 6-12
• A demonstrated capacity to think about how to organize learning
• Good decision-making skills
• A team builder and collaborator
• Willingness to share leadership and to delegate
• Support for faculty professional development
• Bright, curious, lifelong learner
• Understanding of the school culture and that of the surrounding metropolitan area
• Financial sense and acumen (fund raising experience a bonus)
• Personable, love of children, approachable
• Reflective, thoughtful and decisive
• Trustworthy, a person of integrity
• Compassionate, fair, and tolerant
• A good listener

Candidates interested in this opportunity are encouraged to submit, electronically, a cover letter expressing their reasons for their interest in Newark Academy, a current resume, a statement of educational philosophy, and the names and contact numbers of five references to:

Kathleen G. Johnson
Vice President and Senior Search Consultant
CARNEY, SANDOE & ASSOCIATES
PO Box 694 Middlebury VT 05753
PH: 802-462-3686  FX: 802-462-3687
kiki.johnson@carneysandoe.com

Newark Academy is an Equal Opportunity Employer.