

SONOMA



VALLEY

The Presentation School



Position Statement Head of School Search The Presentation School

Sonoma, California

Start Date: July 1, 2026



Head of School

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Background

The Presentation School (TPS) is an independent, co-educational day school for children from Transitional Kindergarten (TK) through 8th grade devoted to the growth and development of the whole child. The Presentation School fosters critical thinking and nurtures children far beyond academics. The school has selected an Interim Head of School for the 2025-2026 school year and seeks to identify its long-term leader. With a recently unveiled strategic plan, CAIS/WASC accreditation completed, a newly refined Mission statement, and a fresh marketing campaign completed in the past several years, the school is poised for the next part of its journey and is operating with energy and momentum.

Mission and Values

As part of the school's successful 2024-25 California Association of Independent Schools (CAIS) accreditation process, The Presentation School mission statement was recently reviewed and revised to reflect the school's evolution:

"At The Presentation School we cultivate curious LEARNers by blending academic excellence and personal growth. Our values of LOVE, service, community and integrity guide us in nurturing empathetic LEADers, preparing students to face the future with courage and capability."

The mission's keywords, "Love, Learn, and Lead," are embraced by parents, teachers, and students and emblazoned around the campus. These values are extended both within and outside the classroom; they are deeply explored in the school's program and are a profound part of its ethos.



Location and Campus

The Presentation School is located in the town of Sonoma, at the heart of Sonoma Valley, also known as the Valley of the Moon, in Northern California. This region is characterized by its gentle rolling hills, ancient oak trees, expansive skies filled with light, and stunning vineyards, making it a haven for farmers and artists for over a century. The Sonoma Valley, adorned with vineyards and charming towns, fosters a diverse community that thrives on its farming heritage while also attracting business professionals from various backgrounds who are enticed by its inviting lifestyle. This small-town atmosphere offers a unique blend of opportunities for those seeking a connection to the land and the allure of rural life. Recently, it has become increasingly appealing to families from the Bay Area and San Francisco region. The school community welcomes families and educators from both local and surrounding areas, including Petaluma, Napa, Santa Rosa, and Marin County.

Located one mile from the beautiful and historic Sonoma town square, TPS is situated on 4.5 acres in a park-like setting with classroom and administration buildings, a library and computer/technology center, dedicated art and science rooms, and an impressive Activity Center for indoor athletics and stage productions. The campus also has designated play areas for both TK and kindergarten, a school garden, and extensive fields for athletics. The school was purpose-built and provides a safe and beautiful setting for learning and play.

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Overview

In December of 2024, current Head of School (HOS), Jacqueline Gallo, informed The Presentation School Board of Trustees that she would be leaving the school at the end of June 2025 after five years of dedicated and transformative leadership. A Search Committee was formed and a successful and experienced leader, Cecily Stock, was selected as Interim Head of School for the 2025-26 school year. The school seeks its permanent Head of School, who will begin on July 1, 2026. The Presentation School's mission remains at the center of the plans for the growth and development of the school, and the comprehensive strategic plan will occupy the key work for the board, the Interim Head of School and the long-term Head. The school is ideally positioned for the transition to new leadership, even as there is room for new ideas and creativity in the evolving market of the Sonoma Valley and the dynamics that are impacting all independent schools in the post-pandemic era.

The Community

Without exception, the response to the question "What is your favorite aspect of The Presentation School?" is "community." There are communities within communities, with teachers and trustees who are also parents, and sibling/buddy connections across grades, as well as the "everyone knows everyone" vibe of small, warm and welcoming Sonoma. The next Head of School will enjoy the benefits of living in a small town, especially the deep and lasting friendships that form through engagement in the school and local communities.

The Board of Trustees is a solid and high-functioning team, careful to abide by the "best practices" NAIS outlines. Ongoing efforts have steadily increased its professionalism and leadership in fundraising and marketing. The committee structure is sound, and the overall engagement level is high.

Students at TPS are marked by their kindness and care for one another. The school's values are palpable in any conversation with these students, who are honored for their individual interests, nurtured to understand themselves as learners and citizens, and welcomed to engage enthusiastically with the greater Sonoma Valley community.

The parent community is organized and engaged in volunteerism, from organizing the spring auction to chaperoning and helping with classroom activities.

Lastly, teachers, staff and administrators at the school delight in being part of a "little engine that could" school in beautiful Sonoma. The CAIS accreditation process and the school's need to achieve full enrollment have both required the efforts of each and every member of the school staff. While the changes have been challenging during the Covid pandemic and various upheavals of the past several years, the faculty and staff have embraced the challenge and look forward to the leadership of both the Interim Head of School and her successor.

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The Program

Differentiation, enrichment, problem-solving, and creative thinking are all concepts common to the everyday experiences of TPS students. The program has moved towards a more progressive pedagogy, with teachers encouraging students' curiosity as the key driver for learning, and the scope and sequence of curriculum examined ever more deeply and consistently for gaps and overlaps and areas in need of improvement. The teaching team has created a program that uses core competencies and the ambitious California State guidelines to its best advantage, fleshing out both accommodations and extensions for the different learners in their care. Supplementing the rich program of science, math, humanities and language arts learning, there are electives in the fine and performing arts, a robust physical education program, and world language teaching beginning in 6th grade. To learn more about the academic program please visit <https://www.presentationsschool.com>.

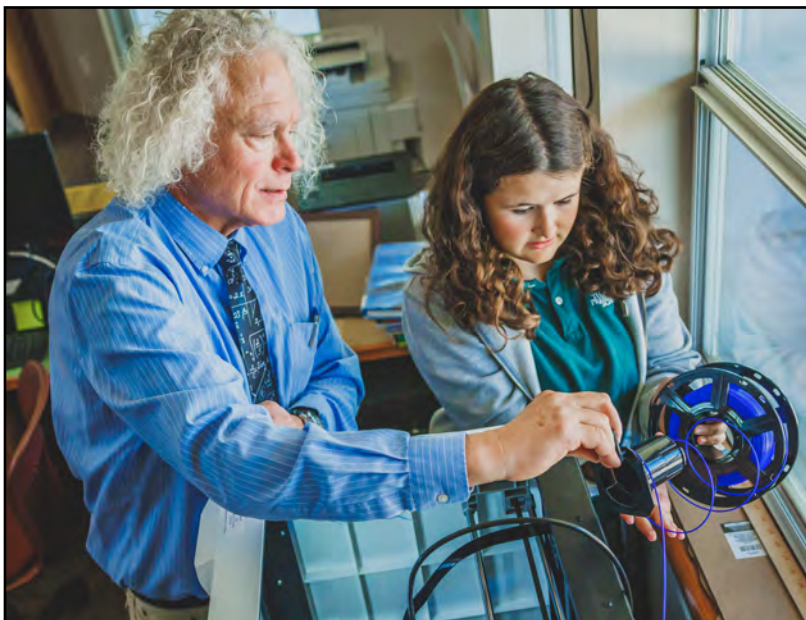
The Center of Emotional Intelligence at Yale University selected The Presentation School to be the RULER Spotlight School in recognition of the



school's effective social/emotional intelligence curriculum in every facet of community-wide life. The school effectively integrates intellectual, physical, emotional, and social development in its cohesive, coherent program.

Depending on the school year, middle school students can explore a host of activities and elective choices such as gardening, Oxford-style debate, improvisation, creating a film, or assembling a collage. Choices expand as students approach high school, where they will need to take increasing responsibility for their academic and co-curricular lives.

The middle school program also features a "Rising Leaders" program, which focuses on developing leadership, community belonging, and personal growth. Eighth graders are required to design, implement, and reflect on a year-long community service project that focuses on individual student impact on the broader community.



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The Position

The Presentation School is seeking candidates with current or previous experience as a Head of School or who have served in key management positions and bring relevant experience. The Head of School will oversee the school's ongoing operations, supervise its employees, and manage its annual operating budget. On-going responsibilities include attracting and retaining outstanding faculty and staff, working closely with the Director of Enrollment Management, partnering with the Board to implement the school's mission, overseeing the school's finances, and working effectively with various school stakeholders, including faculty, staff, parents, and students.

The School seeks a leader who has experience in TK-8th grade education, teaching experience, as well as significant leadership experience. Candidates for the Head of School role should demonstrate a record of supportive relationships with teachers and administrators; strong emotional intelligence; and operational management excellence. Communication



skills will be key as the school seeks to broaden and strengthen its reputation and reach. The next head of School will bring curricular and strategic planning vision, community building experience, and serve as a warm, welcoming presence throughout the school community and beyond.

Challenges and Opportunities

Bolstering Enrollment

Guided by the newly launched 7-year [Strategic Plan](#), a key challenge for the next Head of School will be strengthening enrollment by effectively communicating the value of a Presentation School education. Originally founded by parents who sought an independent education after leaving a local Catholic school, The Presentation School has always emphasized academic excellence, love, service, community, and integrity. Over time, the school has evolved to embrace and welcome families from all faiths and backgrounds, fostering values that transcend any single belief system. With recent public school closures in Sonoma, a significant opportunity exists to attract families who may not have previously considered TPS. Articulating the school's academic, social, and emotional benefits will be crucial in positioning Presentation as the top choice for families seeking an inclusive and enriching educational environment.

Long-Term Financial Planning

Ensuring financial sustainability will be a central focus in the coming years. The next Head of School must guide tuition-setting, fundraising, and compensation decisions with a long-term vision while navigating local and national economic shifts. These strategic financial choices will shape the school's growth and stability.

Enhancing Professional Development

Faculty at TPS are eager for more opportunities to engage with innovative educational research and professional development. However, financial constraints—including the costs of substitutes, workshops, and speakers—have limited access to such opportunities. Expanding professional learning will be essential to fostering faculty growth and instructional excellence.

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Strategic Communication and Outreach

Effectively sharing The Presentation School story will be vital in strengthening its reputation and reach. This includes deepening connections with alumni, analyzing the educational landscape, and equipping trustees, staff, and parents with the tools to advocate for the school. A clear, strategic approach to communication will help amplify the school's strengths.

Community Engagement

Building stronger ties with the broader Sonoma community presents a valuable opportunity. The next Head of School must be an adept networker, actively engaging in community settings and sharing the school's mission. Strengthening these connections will further integrate TPS into the fabric of Sonoma and expand its influence.

Leadership Experience and Attributes

The successful candidate for the position of Head of School at TPS should embody and demonstrate the following leadership attributes and qualities:

Communication Skills: Exemplary written and oral communication abilities, coupled with strong organizational and presentation skills, to effectively engage with students, staff, parents, and the broader community.

Visionary Leadership: A strategic thinker who can articulate and implement a clear vision aligned with TPS's mission to "cultivate curious LEARNers by blending academic excellence and personal growth."

Collaborative Leadership: A leader who fosters a culture of teamwork and shared purpose, promoting collaboration among faculty, staff, students, and parents to achieve common goals.

Commitment to Diversity, Equity, and Inclusion: A deep respect for and commitment to diversity, equity, and inclusion, ensuring that all voices are heard and valued within the school community.

Operational Excellence: Demonstrated ability to establish effective structures and systems, ensuring accountability and timely resolution of challenges, thereby maintaining a safe and efficient learning environment.

Community Engagement: A visible, approachable, and empathetic presence within the school community and beyond (i.e., Sonoma, California and nationally), fostering strong relationships and a sense of belonging among all stakeholders.

Passion for Education: A leader who loves students and is passionate about fostering a love for learning, inspiring both students and staff to pursue excellence and personal growth.

Adaptability: An innovative thinker who can navigate the evolving educational landscape, implementing new processes and strategies to meet emerging challenges.

Emotional Intelligence: High emotional intelligence, demonstrating empathy, self-awareness, and strong relationship management skills to create a supportive and inclusive school culture.

Commitment to Professional Development: Dedication to continuous learning and professional growth, both personally and for the entire school community, to ensure that TPS remains at the forefront of educational excellence.

These attributes collectively ensure that the Head of School will lead The Presentation School with integrity, vision, and a steadfast commitment to its mission and values.

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Salary and Benefits

Salary for the HOS will be commensurate with the compensation offered by similar sized TK-8th independent schools in Northern California. For information on the salary range, contact the RG175 consultants.

Application Process

The Presentation School has engaged Resource Group 175 (RG175) to facilitate its Head of School search. To ensure a timely and efficient process, applicants are encouraged to submit their materials early, but no later than Friday, April 18th.

Interested candidates should apply through the RG175 portal (<https://rg175.com/candidate/signup>) by submitting a cover letter, current resume, 3-5 references, and writing sample(s).

For inquiries, candidates may contact RG175 consultants Catherine Hunter at cshunter33@gmail.com or Steve Morris at steve.morris@rg175.com.