



Texas Christian University  
College of Education  
**DIRECTOR of STARPOINT and KINDERFROGS SCHOOLS,  
JEAN W. ROACH ENDOWED CHAIR OF LABORATORY SCHOOLS**

Starpoint and KinderFrogs Schools are laboratory schools housed together and located on the Texas Christian University campus with a single director. Starpoint School (<https://starpoint.tcu.edu/>) is a SACS accredited elementary school serving approximately 65 individuals with learning differences in grades 1-6. Kinderfrogs School (<https://kinderfrogs.tcu.edu/>) is a NAEYC accredited early intervention preschool program for children 18 months to approximately 6 years old with Down Syndrome and other developmental disabilities. The mission of Starpoint and KinderFrogs is to serve students enrolled in the schools, serve as on-campus training sites for TCU College of Education students preparing to become teachers, offer opportunities for other TCU students that are relevant to their professional preparation, and be a setting for educational research opportunities for faculty and staff. The College of Education is committed to a teacher-scholar model in which research informs teaching as well as successful classroom and administrative practice.

The laboratory schools home is the campus of TCU, a major teaching and research institution with the personalized atmosphere of a smaller college. The College of Education and the University are committed to developing and sustaining a diverse, inclusive, and equitable teaching and learning environment; creating a campus community representing a variety of values, viewpoints, and perspectives. Located in the vibrant and culturally diverse Fort Worth/Dallas metroplex, TCU occupies a prominent position in the community. The north Texas metropolitan area offers access to a wide variety of colleges and universities and is home to world-class museums and other cultural amenities providing enriching personal and professional activities on and off campus. A faculty highly engaged in research and student-centered teaching, a commitment to providing students with an engaging campus experience, and state-of-the-art academic environments have made TCU a progressive, exciting place to learn. For the past eight years, the *Chronicle of Higher Education* has honored TCU as “one of the great colleges to work for,” and *Insight Into Diversity* magazine awarded TCU a 2018 Higher Education Excellence in Diversity Award.

**POSITION:** Director of Starpoint and Kinderfrogs Schools, & Jean W. Roach Endowed Chair of Laboratory Schools.

**JOB DESCRIPTION:** This director is responsible for:

- Establishment of policies and practices in all aspects of the operations of lab schools including hiring, training, evaluating staff, curriculum development, and parent and donor interactions.
- Preparation and oversight of each individual school’s budget.
- Developing, evaluating, interpreting and enforcing admissions policies, procedures, and strategies.
- Overseeing professional development opportunities for teachers and staff, funding, program evaluation, accountability, program accreditation, and curriculum development
- Maintaining active communication with the College of Education, parents, and community private and public schools.
- Supporting fundraising, grant writing, public relations, and other activities related to the management of the school.
- Ensuring participatory decision-making across systems that deal with children and families and among professionals from diverse disciplines; maintain active communication with parents and community private and public schools
- Creating and sustaining an inclusive working and learning environment.
- Teaching at least one class per year for the College of Education.
- Participating in relevant activities of the College of Education.
- Being on call when necessary to provide proper building security and building maintenance to handle emergency situations.

**REQUIRED QUALIFICATIONS:**

1. Degree in Special Education, Early Childhood Education, Early Intervention, or related field.
2. Degree in Leadership, School Administration and/or Related Field
3. A minimum of 5 years of teaching and/or leadership experience in K-12 education.
4. Evidence of strong written and oral communication skills.

**PREFERRED QUALIFICATIONS:**

1. An earned doctorate in Special Education, or related field.
2. Six to eight years’ experience as a leader in a K-12 setting.
3. Six to eight years’ experience in teaching in special education, early childhood education, early intervention, contexts.
4. A commitment to/or experience with university partnerships.
5. Have or acquired knowledge of state licensing rules and Child Care Minimum Standards
6. Experience in the development and implementation of comprehensive program evaluation systems that incorporate a variety of methods for assessing student progress, child and family outcomes, and implementation of National Association for the

Education of Young Children (NAEYC) and Council of Exceptional Children (CEC) Division of Early Childhood (DEC) recommended practices.

7. Familiarity with IDEA requirements and SACS accreditation guidelines for elementary schools and ability to maintain accreditation standards for Starpoint educational programs and NAEYC accreditation for KinderFrogs School.
8. Working knowledge of program policies, procedures, and strategies for capturing family and community voices and to support the active and meaningful participation of families and community groups
9. Leadership experience with program policies that result in families and professionals from different disciplines working as a team developing and implementing IFSPs/IEPs that integrate their expertise into common goals.
10. Demonstrated commitment to diversity, equity and access across the schools stakeholders.

**STARTING DATE:** Summer, 2019

**SALARY:** Commensurate with experience and qualifications.

**APPLICATION INFORMATION:** Review of applications will begin immediately and continue until the position is filled. TCU only accepts applications and supporting documents submitted electronically at [https://tcu.igreentree.com/CSS\\_Faculty](https://tcu.igreentree.com/CSS_Faculty). Interested applicants should provide a letter of application addressing their experience related to the job description and qualifications listed above, resume/curriculum vitae, and college transcripts. Have three letters of recommendation mailed directly from the reviewer or dossier service to [hremloyment@tcu.edu](mailto:hremloyment@tcu.edu). The letters of recommendation should contain phone numbers and email addresses. Contact Joanne Fralia, TCU Employment, for any questions or problems with your application at 817.257.6897 or [j.fralia@tcu.edu](mailto:j.fralia@tcu.edu).

**As an AA/EEO employer, TCU recruits, hires, and promotes qualified persons in all job classifications without regard to age, race, color, religion, sex, sexual orientation, gender, gender identity, gender expression, national origin, ethnic origin, disability, genetic information, covered veteran status, or any other basis protected by law.**

For additional information about TCU, go to [www.tcu.edu](http://www.tcu.edu); for additional information about the College of Education, go to <http://www.coe.tcu.edu>.