Chief Academic Officer Job Description:

Reporting to the Executive Director (ED), the Chief Academic Officer (CAO) is responsible for both sustaining and improving the culture of high academic excellence in the KIPP New Orleans region. The school leaders at each school as well as the curriculum and instructional support staff will report directly to the CAO who will have primary authority and accountability for the academic performance of all schools. The CAO provides leadership, vision, and strategic direction for the KIPP New Orleans curriculum, instruction, assessment and school improvement initiatives including overseeing professional development, assessments and accountability for the academic success of the schools.

Responsibilities:

- Provide scalable instructional program leadership to all school leaders with specific responsibility for planning, development, implementation, assessment and improvement across all current and future schools.
- Develop and lead principals and school teams in their roles as instructional leaders and site managers.
- Monitor, provide feedback to and evaluate school leaders providing clarity of roles, functions, goals and accountability.
- Determine and implement the region's academic priorities. Review assessment tools on a regular and on-going basis and analyze performance for effectiveness in improving student achievement.
- Assist the ED in the development of a strategic plan and scalability of the existing instructional model that will ensure excellence and high standards as KIPP New Orleans expands to serve more students.
- Support leadership at schools to ensure high quality implementation of the schools' educational design, including school culture, standards, assessments, and instructional guidelines.
- Assist school leaders in monitoring and evaluating effectiveness of programs as well as identifying and acquiring appropriate program resources to ensure that curricula are student-focused and aligned with school's missions, core values, academic standards, and strategic goals.
- Assure that curricula are aligned to national and state standards and help create curricula that allows for efficient and effective pacing, sequencing and lesson planning.
- Regularly observe and evaluate student work through classroom walkthroughs and observations.
- Recruit and train highly qualified incoming school leaders. Develop plans to help capitalize on individual leader strengths as well as plans to help them improve and address areas of potential growth with real time feedback.
- Facilitate collaboration among school leaders and school sites.
- Collaborate with school leaders on hiring of staff when appropriate.
- Assist school leaders with on-boarding of new teachers and staff.
- Support school leaders on creating coherence in culture and routines within the school.
- Work with the school leaders to field parent and community concerns, questions and outreach, helping with action plans when necessary.
- Participate in conferences, community outreach and the legislative community to help establish KIPP as a community partner and stay current with relevant developments.
- Oversee teacher recruitment and development.

Qualifications:

- Bachelor's degree from an accredited four-year institution, Master's degree preferred.
- Experience as a principal of a high-performing urban public school.
- Experience leading high-performing teams and managing staff, while providing constructive feedback and coaching to team members.
- Strong leadership abilities including an encouraging, motivating presence to help with conflict management, team building, mentoring and coaching, goal-setting, prioritization and strategic planning.
- Deep experience in the design, integration, implementation and management of a school including knowledge of curriculum, instructional practices, school operations and management, and leadership development.
- Demonstrated success leading school improvement initiatives that close student achievement gaps between racial, ethnic, and economic groups.
- Demonstrated success leading strategic educational initiatives that result in measurable improved student achievement.
- Experience effectively managing limited resources to support strategic organizational goal attainment.
- Proven ability to collaborate and build relationships with internal and external stakeholders.
- Ability to be flexible, resilient, and adaptable to changing priorities.
- Proven written and verbal communication skills.
- Strong strategic planning and organization skills.
- Proficiency in Microsoft Office applications.

Compensation:

Salary is based on years of experience, degree of education, and level of expertise. A competitive benefits package is also offered.

Todd Purvis

Professional Experience

KIPP New Orleans Schools, Chief Academic Officer May 2012 - Present

- Lead the academic function of the organization. Primary responsibilities include managing 11 schools, the data and analytics team, the academic team, and the talent/recruitment team.
- Create and execute regional strategy to drive school performance. Over the past 4 years, have served as the school leader manager for 2 of the 4 most improved schools in New Orleans, the first newly 'A' rated RSD school since Katrina, and the most consistently high performing K-8 school in the RSD.
- Guided organization expansion from 2400 students in 2012 to 4800 students in 2018.
- Managed the creation and implementation of career pathway program for teachers, performance-based teacher compensation and development program, Crescent Teacher Residency program, KNOS principal-readiness criteria, KNOS interim and benchmark assessment strategy, and the adoption of shared, rigorous curriculum across each of our schools.

KIPP Central City Academy, Principal January 2008-May 2012

- Dramatically improved school performance during 4.5 years as principal. School recognized in 2011 by state superintendent for having most growth of any K-8 school in the state of Louisiana and was one of three "B" rated open enrollment schools in the city upon departure as principal.
- According to the CREDO study out of Stanford University, for two consecutive years KCCA had highest value add impact of any open enrollment school in New Orleans. School achieved overall effect size of 0.34 in reading and math, denoting significant achievement impact on KCCA students.
- Decreased student attrition from 22% in year one to 8% in final year as principal.
- Teacher development of novice teachers led to 1 national winner of the Harriet Ball Award for Excellence in Teaching, 1 national finalist for the Sue Lehman Award for Excellence, and 2 of the 4 national winners of the inaugural Fishman Prize for Excellence in Teaching.

KIPP McDonogh 15, Founding Assistant Principal July 2006-June 2007

- Developed a culture of academic excellence that led to significant academic growth for all students. 91% of our fourth graders passed the LEAP and average student growth of 23 percentile points in ELA and 42 percentile points in math (as measured by the Stanford 10).

NOW College Prep, Founding Teacher – 3rd grade Sept 2006-June 2006

- Founding teacher at a KIPP school created for displaced New Orleans students in Houston.
- Improved class average in math from a 1.7 grade level to a 5.3 grade level according to the Stanford 10. 85% of students passed the TAKS statewide reading test, with 28% scoring commended. This rate was 4 times the average of similar students in Houston.

Fellowships and Associations

KIPP Foundation, Fisher Fellow June 2007-June 2008

Intensive year-long training program that prepares fellows to lead high performing charter schools.

Teach For America, Teacher June 2003-June 2005

Selected from 15,000 applicants to serve as an elementary school teacher.

Education

National Louis University, Chicago, Illinois
Masters in Educational Leadership

Emory University, Atlanta, Georgia
Bachelors of Business Administration