



# **THE WYNDCROFT SCHOOL**

## **Pottstown, Pennsylvania**

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**HEAD OF SCHOOL**  
**Start Date: July 2021**  
**[wyndcroft.org](http://wyndcroft.org)**



**Carney  
Sandoe**  
& ASSOCIATES



THE  
Wyndcroft  
SCHOOL

## Mission

*The Wyndcroft School provides a dynamic and foundational education developing the whole child. In a supportive community, the school fosters creativity, integrity, determination, love of learning, and respect for others. Wyndcroft students become confident self-advocating learners and leaders.*

## OVERVIEW

The Wyndcroft School, a co-educational private elementary school in Pottstown, Pennsylvania, attracts students who love learning and families that value education. Recognized for having one of the best kindergarten programs in Pottstown, Wyndcroft serves children in pre-school through eighth grade.

The School, serving approximately 200 students, is well known for its welcoming, supportive culture and academic engagement. In a nurturing environment, students develop a strong sense of identity as they hone their intellectual and social-emotional skills. As a result, students emerge as curious, confident, knowledgeable, and thoughtful young women and men with a strong foundation for lifelong learning and a desire to challenge themselves in any arena. Wyndcroft graduates go on to attend top secondary schools in the region and nation.

In the summer of 2020, Gail L. Wolter announced her intention to retire, stepping down as Head of The Wyndcroft School at the end of the 2020-2021 school year, following 20 years of service, including 10 years as the head. The School now seeks a dynamic leader as its next Head of School starting July 2021. The successful candidate will be an experienced educational leader devoted to the School's mission and program. The Head of School has oversight of all organizational activities and serves as the School's community voice and academic leader, fostering a climate of excellence and ethical growth among students, faculty, staff, and the broader community. This is an exceptional opportunity to lead a highly regarded independent school with an unwavering commitment to student success.





## Fast Facts

**Founded: 1918**

**Grades: Pre-school through eighth grade**

**Total students: ~200**

**Total faculty: 26**

**Faculty with advanced degrees: 42%**

**Student/teacher ratio: 7:1**

**Students of color: 27%**

**Financial aid budget: ~\$650,000**

**Students receiving financial aid: 35%**

**Endowment: \$1.8 million**

## SCHOOL HISTORY

In 1918, a group of parents in Pottstown, Pennsylvania, members of the prestigious Hill School faculty, chose to provide a superior education for their younger children by founding a progressive open-air school. So began Wyndcroft's first incarnation in the sunlit porches and an open garage of a residence on the Hill School campus under the name of The Pottstown Open Air School.

Within four years, the school changed its name to The Wyndcroft School and gained such popularity within the community that the parents purchased a "delightfully situated" rural property on which to expand. Here they constructed "scientifically designed buildings built for the comfort and convenience of the children." At this new (and still the present) site, The Wyndcroft School flourished. By 1925, the School consisted of 50 pupils and five teachers. The campus would soon expand to include "five outdoor bungalows, a school building with a large assembly room, office, classroom, [and] well-equipped kitchen and dining-room." The School program and its facilities would continue to evolve steadily into today's iteration in which topnotch academics, a commitment to *non sibi* (*not for oneself, but for the good of others*), and happy children abound.

## THE SCHOOL

At the heart of The Wyndcroft School education is the School's unwavering commitment to academic excellence, character development, constant improvement, and a legacy of preparing students for lifelong success — all within a supportive environment. Students here receive an impressive educational foundation, learn in the spirit of *non sibi*, become a part of a true community, and develop leadership skills that translate to success in secondary school and beyond. By the time they complete eighth grade, students have demonstrated their maturity and readiness for high school.





Wyndcroft's day school services are extended throughout the region to students residing in Berks County, Montgomery County, Chester County, and beyond. The School recognizes the importance of preparing students to live and thrive in a global community, and therefore it strives to create an environment where everyone is valued and all beliefs are respected. This understanding of inclusiveness and appreciation of differences is embedded in the community and promoted through its daily activities.

Wyndcroft is accredited by the Pennsylvania Association of Independent Schools (PAIS) and is a member of the National Association of Independent Schools (NAIS), Association of Delaware Valley Independent Schools (ADVIS), Council for Advancement and Support of Education (CASE), Pennsylvania Association of Independent Schools Business Officers Association (PAISBOA), Secondary School Admission Test (SSAT), and Educational Records Bureau (ERB).

## ACADEMICS

Wyndcroft guides and nurtures students through a challenging classical education that sets it apart as one of the top pre-K through eighth grade school in the region. This highly regarded academic program emphasizes an updated child-centered approach to the fundamentals and time-honored areas of study, including Latin, French, and cursive writing. As a result of their solid foundation, students develop high levels of verbal eloquence and mastery in math. The course of study in all grades includes language arts (English), social studies, science, French, physical education/health and wellness, library skills, vocal and instrumental music, creative movement and drama, art, and computer science.

In the Early Education division (ages 3-5), students learn through play, while building a powerful educational foundation. From basic literacy and math readiness to French language and culture, students experience all aspects of their future education in a manner that is age-appropriate and accessible.





During the Lower School years (Grades 1-4), Wyndcroft students become excellent problem solvers and critical thinkers in the traditional subjects — language arts, mathematics, science, and social studies — and continue their exploration of French language, art, music, and physical education. As students expand their knowledge and skills, they are challenged to reach higher levels of intellectual achievement through a blend of classical education combined with current best teaching practices and contemporary topics of study.

In the Upper School (Grades 5-8), students take both French and Latin as core academic courses; focus on developing good study skills; and receive instruction in organization, interpretation, retention, test taking, studying, and listening. Along with core academics, a continued emphasis on leadership skills and character development marks the Upper School experience. Students also serve as “buddies” to Early Education students, design and produce the annual yearbook, and organize and direct the school musical.

Outdoor learning is threaded throughout the program at all levels.

## Secondary School Placement

Wyndcroft students go on to attend top high schools as well as top colleges and universities. In recent years, students have matriculated to schools that include the following:

Abington Friends School  
Academy of Notre Dame de Namur  
Agnes Irwin School  
The Baldwin School  
Berks Catholic High School  
Blair Academy  
Coventry Christian School  
Devon Preparatory School  
The Episcopal Academy  
Friends Central School  
Germantown Academy  
Gwynned Mercy Academy  
The Haverford School  
The Hill School  
Kimberton Waldorf School  
Lancaster Country Day School  
LaSalle College High School  
Malvern Preparatory School  
Mercersburg Academy  
The Peddie School  
The Perkiomen School  
Phillips Andover Academy  
Phillips Exeter Academy  
Pope John Paul II  
The Shipley School  
St. Augustine Preparatory School  
St. Joseph's Preparatory School  
Trinity-Pawling School  
Villa Maria  
Westtown School  
Wyoming Seminary





## ARTS AND ATHLETICS

Art, music, and drama are essential parts of a Wyndcroft education. Studio arts, including drawing, painting, sculpture, and pottery, begin during the earliest years and continue through eighth grade. The program includes an outstanding curriculum in voice and music study, in addition to opportunities to perform in grade-level class plays or seasonal concerts.

The tradition of class productions begins with a musical presentation given by the pre-kindergarten each year. On-stage class productions include those by the students in kindergarten, second grade, and fourth grade. Fifth through eighth graders have an opportunity to be involved in a large-scale musical production each spring.

Wyndcroft believes that preparation for a life of healthy physical activity is an inherent part of a good education. To that end, students are engaged in physical activities and play at all grade levels. In grades six through eight, students have a choice of an athletic activity or team sport across the three seasons of the school year. The team sports adhere to a no-cut policy to give all students the chance to learn a new sport and participate in team competitions. More than 90% of Upper School students participate in team sports. All sports encourage the spirit of teamwork, commitment, and sportsmanship. Sports include field hockey, soccer, cross-country, basketball, lacrosse, and physical education.





**“At Wyndcroft, students find value both in learning and within themselves.”**

**- Parent**

## **STUDENT LIFE**

Wyndcroft seeks to enrich each student's educational experience by providing a wide range of activities during and after school hours. These activities develop well-rounded individuals while also enhancing the sense of community and family that exist in the student body.

An active community-service program engages students in the broader community throughout the school year and encourages the philosophy of *non sibi*. Student clubs range from tennis to gardening, chess to robotics, drama to solar energy. Students also engage in a wellness program and take part on the student council. Eighth graders serve as “buddies” to children in the Early Learning program, helping create a sense of connection across the school. A signature program is The Wyndcroft School's Advisory Program, designed to provide Upper School students a supportive and nurturing environment by addressing adolescent concerns and helping students maintain personal balance in school and life.

## **CAMPUS**

The Wyndcroft School is located on a 4.5-acre campus in the historic Rosedale section of Pottstown. The campus features large trees and historic buildings. The main school building, housing the Lower and Upper Schools (Grades K-8), is the largest structure on the campus. The campus is well maintained with no deferred major maintenance initiatives. It has undergone many renovations and additions since the school opened in 1918. The most recent renovations and additions (2014) have added significant state-of-the-art learning space for students as well as a full-size gymnasium. The Early Childhood Center, recently named the Marshall House in honor of a former Wyndcroft alum and trustee, is located in a former historic mansion, purchased and renovated in 2011. While preserving the architectural integrity of the manor, the School has tailored this home to meet the needs of young learners. Purchased in 2007, the Dau House is the home of The Wyndcroft School's Business Office and the Wyndcroft Parent Teacher Organization.





## POTTSTOWN, PENNSYLVANIA

Pottstown is a thriving, 5.5 square-mile borough in Montgomery County, Pennsylvania, about 40 miles northwest of Philadelphia and 20 miles southeast of Reading, situated on the Schuylkill River. Pottstown began as an iron and steel mill town and named Pottsgrove in honor of its founder, John Potts. Today, the town has a population of around 22,000, supported by a mix of industries. It offers a classic American downtown, well-established neighborhoods, and plenty of available local shopping and dining. The cost of living is below average, while the region is growing as a hub for new industries and small businesses.

Pottstown is home to the prestigious Hill School, one of the nation's top boarding schools. It is also home to the Steel River Playhouse, a premiere regional performing-arts venue, and to Pottsgrove Manor, the historic property of founder John Potts that offers year-round programming highlighting regional history. The Schuylkill River Trail, an impressive multi-use trail that runs from Reading through Pottstown to Philadelphia, offers miles of outdoor recreation — as does the river itself. The town-owned Althouse Arboretum promotes environmental preservation and education and offers recreation space for the entire community and beyond. A number of state parks and preserves are with easy driving distance — as are the Pennsylvania Dutch farming communities.

Residents of Pottstown are also close enough to Philadelphia to take advantage of all the city offers. For day trips, New York City and Washington, D.C. are easily within reach.





***Wyndcroft School: “Non Sibi,” “Not for oneself, but for the good of others”***

*Students at The Wyndcroft School receive a firm educational foundation, learn in the spirit of Non Sibi, become a part of a true community, and develop leadership skills that translate to success in secondary school and beyond.*

## **OPPORTUNITIES AND CHALLENGES**

- Build on a 100-year legacy of providing outstanding academics and promoting leadership skills in each of its students.
- Serve as an inspirational leader to the broader Wyndcroft community, including former, current, and future parents; students; faculty and administration; and all community constituencies.
- Act as a promoter, advocate, and connector of the school community – both as a friend raiser and fundraiser.
- Serve as a forward-thinking, strategic leader with the ability to lead the community in understanding and implementing the ways that a pre-school through eighth grade school must adapt to thrive and stay ahead of the curve in the 21st century.
- Attract and support teachers who are committed to the educational standards that the School maintains.
- Provide expanded opportunities for teachers to engage in significant professional development.
- Enhance enrollment by understanding and addressing current attrition trends, and broadening outreach to new and existing markets.



## DESIRED QUALITIES AND QUALIFICATIONS

- Be a warm and approachable presence at the heart of the elementary school experience.
- Display positive energy, optimism, superb communication skills, and a long-term strategic perspective.
- Demonstrates a commitment to diversity, equity, and inclusion.
- Exhibit a demonstrated understanding of the importance of the close bond that exists between school and home at the elementary level, creating a connected community experience.
- Possess great communication skills and the ability to clearly and simply explain steps that the School will take to ensure its viability.
- Ability to provide clear direction with consistency and transparency.
- A strong financial acumen, combined with a clarity of vision, to manage and grow resources.
- Ability to lead and support teachers as they work to continue to move the academic program to new levels of excellence for all Wyndcroft students.
- Proven understanding of current enrollment trends/admissions practices.





## TO APPLY

Interested and qualified candidates should submit one email with the following separate documents (preferably PDFs):

- A cover letter expressing their interest in this particular position;
- A current résumé;
- A writing sample e.g. a letter to parents, to faculty, or a piece from a school publication;
- A list of five professional references with name, phone number, and email address of each (references will not be contacted without the candidate's permission) to:

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