



October 26, 2019

Re: Head of School Succession

Dear Trinity Christian School Stakeholders,

With gratitude for his two years of leadership and service, the Board of Directors of Trinity Christian School accepts the choice of Dr. Rodney Marshall to complete his time of contracted service as Interim Head of School (HOS) as planned on May 31, 2019. With this decision, the Board of Directors embarked on a search for a new Head of School. Please find information about the process, the search committee, and intended timeline on our [website](#) and summarized below.

All of us at TCS are dedicated to find, or promote from within, a leader who is deeply committed to our school's mission, vision and core values. The Search Committee is comprised of directors, faculty, parents and a former HOS. We are confident that succession from our interim to a qualified HOS will build on the good work of TCS over time and over the last two years.

You are welcome to view more detail regarding the HOS Search and Committee below and the Opportunity Profile [here](#). We welcome your thoughts and ideas in this process and invite you to reach out to the Search Committee at board@tcskailua.net. We will also keep you informed during the process. Please pray for and support us as we seek the greater good of the School and all the families that benefit from it's work.

Sincerely,

John Bothof

TCS Board Chair

Head of School Search Process

- ✓ Prepare a custom [HOS Opportunity Profile](#),
- ✓ Present the HOS Opportunity to TCS employees and encourage qualified and interested candidates to apply,
- ✓ Distribute HOS Opportunity Profile and [Application](#) to relevant job boards at Hawaii Association of Independent Schools (HAIS), Association of Classical and Christian Schools (ACCS), Society for Classical Learning (SCL), TCS website and Social Media and LinkedIn. Encourage all stakeholders to share the opportunity with qualified candidates that are known to them,
 - Review applications as they are submitted in November,
 - Application deadline November 30, 2019,
 - Conduct interviews with selected candidates and narrow to 3 candidates in December,
 - Conduct on-site interviews with a representative sample of Mauka and Makai parents and faculty, administrative team, board/search committee and TPC Session,
 - Select the best candidate and negotiate terms in February,
 - Customize an on-boarding program to assure a seamless transition from the interim head to the new HOS. Dr. Marshall will be available to overlap with the new HOS and provide executive coaching for as long as desirable to facilitate success.

Head of School Search Committee

Nolan Namba, Chair of Search Committee, Director



Nolan joined the TCS Board this summer and will serve as Chair to organize the search. He has a strong background in healthcare management and also educational administration. He served for eight years as Vice Principal of Hawaii Baptist Academy. He has seen the value of the classical approach in his own family as his wife used Classical Conversations in the education of one of their children. Educational degrees include the University of Hawaii, University of Michigan, and Stanford University. Nolan is a graduate of Iolani High School.

John Bothof, Chair of Board, TCS Parent

Bo Gardner, Vice Chair of Board, TCS Parent

Harlan Klein, MD, TCS Parent

Brittany Lum, Secretary of Board, TCS Alumnus

Rodney Marshall, EdD, Interim Head of School

Mel Mow, Treasurer of Board

Sandy Scafe-Kalama, TCS Kindergarten Teacher

Nancy Shaw, Former TCS Head of School