

ONTEORA CENTRAL SCHOOL DISTRICT

PO Box 300

Boiceville, New York

CERTIFIED STAFF ANTICIPATED VACANCIES

POSTING DATE: February 26, 2021

Director of Pupil Personnel Services

The Onteora Central School District seeks an experienced, dynamic, and energetic individual for the position of Director of PPS. Guided by a strong dedication to student supports and services, the Director of PPS is responsible for the implementation of all pupil personnel services for the District including: supervision of the Assistant Director of PPS, PPS clerical staff, the District registrar, special education professional staff, including related services and clinical services, school nurses, McKinney-Vento services, home schooling, foster care services, special education programming and services, English as a New Language (ENL), academic intervention services (AIS), 504 services, Universal Pre-K grant development and programming. They also serve as Chairperson of the Committee on Special Education and the Committee on Pre-School Education and as the Homeless Liaison.

Additional responsibilities:

- Supervises all aspects of the CSE and Special Education process.
- Collaborates with the Assistant Superintendent of Curriculum and Instruction on the development of policies and procedures for District Response to Intervention (RTI) practices.
- Maintains data and assures that regulations for the homeless, as well as appropriate services, are implemented using District grant funds.
- Identifies the need and implementation of training programs for PPS personnel and authorizes approval for all PPS staff professional development.
- Completes teacher evaluations as assigned under the approved district 3012-d APPR process.
- Coordinates the home and hospital-bound instruction program, including re-entry plans.
- Administers appropriate ESSA funded services to District private school partners.
- Completes and oversees implementation of State and Federal grants.
- Compiles data for State reporting forms, including the SA- 100s, the PD compilation, VR report and other required reports.
- Develops and presents budget recommendations and provides expenditure control for special and support programs.
- Makes written recommendations for the Board of Education regarding classification, placement, and program.

- Supervises all application procedures for the State Education Department and/or Commissioner's approval for the placement of students in non-public special education schools, special act districts, and State operated and supported schools.
- The successful candidate will exemplify skills and attributes that foster all facets of a positive school climate. The candidate must exhibit excellent written and oral communication skills with experience in conflict resolution. It is essential that the candidate be able to foster collaboration and communication across all groups of stakeholders. Candidates should be well versed in NYSED Commissioner's Regulations Part 200 with experience in all areas of special education advocacy and legal processes. Prior experience chairing CSE meetings required. Finally, the candidate should be able to demonstrate a dedication to access and equity for all students.

Certification: School District Administrator (SDA) or School Administrator and Supervisor (SAS) certification

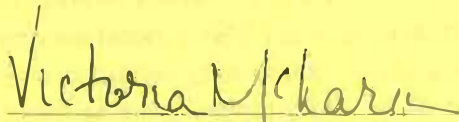
Start Date: July 1, 2021

Closing Date: April 12, 2021

Salary: Based on experience

Instructions to Apply: Apply via OLAS by April 12, 2021

The Ontario Central School District is an equal opportunity employer and prohibits discrimination and harassment of any kind. The Ontario Central School District Board of Education supports any and all initiatives set forth within our school system and surrounding communities towards dismantling systemic racism, bigotry and hate, and working towards equal opportunity, education, and justice for all. The Ontario Central School District promotes an inclusive culture through fostering an environment of professionalism and respect. We believe that to achieve this environment, we must begin with a diverse, inclusive, and effective team. We encourage a diverse pool of candidates to apply.


Victoria McLaren, Superintendent of Schools