



Office for
Administrative Services

Peekskill City School District

Our mission is to educate and empower all students to strive for excellence as life-long learners who embrace diversity and are contributing members of a global society.

Administration Center, 1031 Elm Street, Peekskill, NY 10566-3499
Phone: (914)737-3300 ext. 1550/1551 Fax: (914) 788-7580

PLEASE POST IN APPROPRIATE AREAS

PERSONNEL BULLETIN #2526-047

ANTICIPATED VACANCY

May 28, 2025

Position: Director of Instruction for Special Education

The Peekskill City School District seeks an experienced, dynamic, and energetic instructional leader to fill the vacancy position of Director of Instruction for Special Education. This unique administrative position seeks a visible, participatory leader who will focus on classroom instructional practices in special education classrooms including ICT settings. The leader will foster a climate of collaboration and innovation with special education teachers and administrators. The District seeks an experienced educator with a strong knowledge of the instructional best practices that will improve the outcomes of special education students as a priority focus. We seek a skilled individual with data analysis and data-informed decision making skills. NYS certification as a School District Administrator is required. Additionally, the individual must possess Special Education certification. It is preferred that the successful candidate should have a minimum of five (5) years of teaching experience.

CERTIFICATION/ QUALIFICATIONS:

- NYS Certification-School District Administrator required
- Special Education certification required
- Successful teaching, curriculum, instruction and assessment experience
- Solid knowledge of curricular and instructional trends and best practices
- Ability to develop and evaluate teachers
- Ability to plan and supervise the work of others
- Excellent communication and interpersonal skills (oral, written, and digital)

START DATE: July 1, 2025

CLOSING DATE: Open Until Filled

SALARY: As per the Peekskill Administrator's Association Contract (\$127,227 - \$171,717)
Based on teaching and administrative experiences.

[Click to learn more about Peekskill](#)

[Recruitment Video](#)

[District Highlights & Media Sites \(Flyer\)](#)

INSTRUCTIONS TO APPLICANTS:

All applicants should submit a letter of intent, resume, copy of certification, and three (3) professional letters of recommendation via OLAS to: Dr. David Mauricio, Superintendent of Schools. Please no calls, faxes or emails.

If you are a Peekskill resident and/or a Peekskill Alumni and are interested in applying, please submit a letter of interest and resume to Mr. Jamal Lewis, Assistant Superintendent for Administrative Services at HR@peekskillschools.org

The Peekskill City School District is an Equal Opportunity Employer and does not discriminate against employees, students, or applicants on the basis of age, color, disability, gender, gender identity, gender expression, national origin, political affiliation, race, religion, sexual orientation, genetic information, or veteran status in hiring, educational programs and activities it operates. Candidates must submit to fingerprints clearance.



PEEKSKILL CITY SCHOOL DISTRICT

Director of Instruction for Special Education

JOB DESCRIPTION

Duties and Responsibilities

Under the supervision of the Assistant Superintendents for Elementary and Secondary Education and in collaboration with the Director of Special Services, this individual will carry out the following duties:

- Serves as the instructional and curriculum leader and demonstrates authentic leadership skills, capable of making tough decisions and leading a cohesive team
- Serves as the PCSD Special Education Quality Assurance Specialist to provide technical assistance, coaching and support to building leaders and special education staff
- Ensures all special education programs and services are aligned and implemented with fidelity
- Ensures chapter 408 compliance and implementation of Quality IEPs at the building level
- Ensures students have access to adequate Tier II and Tier III support services and monitor the implementation of specialized academic intervention programs
- Analyzes and reviews data regularly that measures program effectiveness as well as student outcomes
- Evaluates the effectiveness of the current instructional programs (ICT, Life Skills, Special Classes)
- Strengthens Specially Designed Instruction
- Observes instruction, monitors and supports teachers
- Provides professional development to teachers and staff
- Enhances our tiered literacy and math intervention and acceleration programs
- Ensures a K-12 aligned instructional program
- Supports Positive Behavior Interventions
- Oversees the secondary transition programs
- Ensures implementation of IEPs in the classroom
- Collaborates with directors, assistant superintendents and school leaders

Other Duties:

- Performs and completes other duties and responsibilities as specifically determined by the Superintendent of Schools or the Assistant Superintendents of Elementary and Secondary Education

Conditions of Employment:

- The PreK-12 Director of Special Education for Instruction position is a tenure-track position

Evaluation:

- Performance of this job will be evaluated annually by the Superintendent of Schools or Designee, pursuant to District APPR procedures