

CARLYNTON SCHOOL DISTRICT

Job Posting: Director of Special Education

Location: Carnegie, PA

Salary: \$97,000 – \$120,000 (based on experience and administrative success)

Position Type: Full-Time, 12-Month Administrative Position

The Carlynton School District is seeking a highly qualified and visionary leader to serve as the Director of Special Education. This individual will oversee all special education programs districtwide, ensuring compliance with federal and state regulations while promoting best practices that support inclusive and effective instruction.

Key Responsibilities:

- Lead and manage all aspects of special education programming (K–12).
- Ensure compliance with IDEA, Chapter 14, 15, and 16.
- Supervise special education staff and related services.
- Oversee IEP development, student evaluations, and placement decisions.
- Coordinate professional development and parent/community engagement.
- Manage departmental budgets, reporting, and grant applications.

Qualifications:

- PA certification in one or more of the following:
 - Supervisor of Special Education (preferred)
 - Principal (K–12)
 - Superintendent's Letter of Eligibility
- Minimum of 3 years of special education administrative experience.
- Strong knowledge of special education law, best practices, and leadership.

Application Instructions:

Submit a cover letter, resume, and three letters of recommendation to the Human Resources Department via email at hiring@carlynton.k12.pa.us.

Carlynton School District
435 Kings Highway
Carnegie, PA 15106
412-429-2500 Ext 1101

Application Deadline: June 20, 2025

EOE

Carlynton School District is an equal opportunity employer.

How to Apply:

Interested candidates should submit a resume and cover letter to Mrs. Rachel Byerly, Executive Assistant to the Superintendent, at Rachel.byerly@carlynton.k12.pa.us

Applications will be accepted until June 20, 2025 or until a successful candidate is named.

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