

McGuffey School District

Supervisor of Special Education – Immediate Opening – Act 93 Administrative Position

Qualifications

- PA Certification as Special Education Supervisor and/or additional certifications or licenses including a principal or administrative certification preferred
- Experience supervising and evaluating special education staff preferred
- Experience monitoring and assuming accountability for multiple local, state and federal budgets
- Comprehensive knowledge of all federal and PA special education laws and funding sources
- Knowledge and experience with accounting requirements of programs including but not limited to IDEA, Early Intervention, Medical ACCESS, gifted, transition programs and multidisciplinary evaluations

Responsibilities

- Responsible for oversight of all Special Education programs including but not limited to the development, implementation and administration of all aspects of special education and gifted education programs.

Duties include but are not limited to:

- Overseeing psychological and behavior services
- Directing and overseeing Individual Education Plans (IEP), Gifted and 504 processes
- Serving as the LEA designee
- Providing professional learning opportunities for general and special education faculty
- Making recommendations for action to Board of School Directors
- Developing and implementing the strategic plan for Special Education
- Directly supervising special education staff and paraprofessionals
- Preparing for and overseeing special education audits
- Any other duties as assigned by the Superintendent

Benefits

- This is a full-time, on-site, 12-month permanent position offering a competitive salary based on qualifications and experience, as well as a full benefits package including health, life insurance, paid time off, and academic reimbursement, in accordance with the district's Act 93 Agreement.

Laura Sibert
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McGuffey School District
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