



# Port Chester-Rye Union Free School District

113 Bowman Avenue  
Port Chester, New York 10573  
914.934.7900

www.portchesterschools.org

Dr. Edward A. Kliszus  
Superintendent of Schools

## **POSTING**

DATE: September 10, 2019  
FROM: Edward A. Kliszus, Ph.D., Superintendent  
TO: All Staff  
RE: Anticipated Opening

It is anticipated that the following position will be available for the 2019-2020 school year:

### **Middle School – Assistant Principal – November 25 – January 6 leave replacement Certification Required SBL or equivalent (SAS)**

- Successful teaching experience and a strong knowledge of instructional practices and curriculum required.
- Conduct Teacher observations
- Familiarity with Dignity Act, APPR, and Next Generation Learning Standards
- Student Discipline: Supervise students discipline, academics, and attendance
- Supervise teachers, facilitate and attend department and team leader meetings
- Supervise School Monitors and Aides, create and implement schedules, and provide for professional development opportunities
- Teacher Apprentice Program: Develop, facilitate, and implement a collegial circle which provides non-tenured staff with opportunities for professional growth
- Coordinate and supervise student assemblies
- Supervise Substitute Teachers and Student Teachers
- Oversee implementation of the attendance protocols. Supervise teachers to ensure accurate and consistent implementation of protocols
- Attend RTI Team Meetings, PCTA Building Rep Meetings, and Administrative Meetings
- Master scheduling
- Other responsibilities as assigned by the Middle School Principal

**Complete OLAS application and email curriculum vitae and copy of certifications to Dr. Edward A. Kliszus at ekliszus@pcrufsd.org by Friday, Oct 27, 2019 with a cc to cmaggi@pcrufsd.org. EOE**

S. Clohessy	T. Memoli	Board of Education	C. Carroll	F. Orozco
J. Ryan	J. Durney	High School	King Street	Edison
Middle School	Park Avenue	Kennedy	I. Tolentino	L. DeChiara
D. Martin	emailed to Staff	General Public	OLAS	