

**LAKE CENTRAL SCHOOL CORPORATION**

8260 Wicker Avenue  
St. John, IN 46373 - Phone 219-365-8507

January 14, 2013

**ACCEPTING APPLICATIONS FOR  
DIRECTOR OF SPECIAL EDUCATION**

**I. EDUCATION:**

- Indiana Administrative License and/or Indiana Director of Special Education
- Master's degree in education, educational administration, special education or equivalent
- Primary and secondary experience working with special education students and/or programs preferred

**II. WORK YEAR:** 261 Days

**III. PROJECTED SALARY:** \$110,379-115,917, Plus Administrative Benefit Package

**IV. START DATE:** July 1, 2013

**V. RESPONSIBILITIES:**

- Serve as the educational leader and chief administrator of the Westlake Special Education Cooperative
- Implement and manage policies and procedures to ensure that students are provided a quality education in a safe learning environment
- Develop and advise in the implementation of special education instructional programs and services
- Supervise and evaluate the performance of certified staff and establish individual programs for improvement and/or growth
- Advise the Superintendents of staff needs and participate in the recruitment, employment, assignment, promotion, transfer, non-renewal, and dismissal of certified and classified personnel
- Participate in professional development activities with an emphasis on current developments in special education
- Supervise the financial records of all federal and state grant funds as they apply to special education programs and services
- Foster effective home, school, and community relationships
- Facilitate bi-monthly joint board meeting with the Lake Central School Corporation and the School Town of Munster
- Conduct monthly advisory meetings with Superintendents of the Lake Central School Corporation and School Town of Munster
- Perform other duties as assigned by Superintendents of Schools

**VI. METHOD OF APPLICATION:** Apply on line at [www.lcsc.us](http://www.lcsc.us)

**Please Direct Questions to: Al Gandolfi, Assistant Superintendent  
8260 Wicker Avenue, St. John, IN 46373  
Phone (219) 558-2718**

**Deadline for Application: February 15, 2013**

**Interviews: February 19, 2013 through February 21, 2013**

Lake Central School Corporation is an equal opportunity employer which does not discriminate on the basis of race, religion, color, national origin, gender, disability, age, marital status, genetic information or any other legally protected characteristic. Candidates will be screened, interviewed and employed on the basis of personal and professional qualifications and, where applicable, certifiable training, commensurate with the position. Offers of employment are contingent upon the results of personal background checks pursuant to Board Policy.