Boston Public Schools
Chief of Special Education (SY22-23) (00066249-SY2223)

JOB POSTING

Job Details
Title
Chief of Special Education (SY22-23)
Posting ID
00066249-SY2223
Description
REPORTS TO: Senior Deputy Superintendent of Academics

Boston Public Schools (BPS) has a long, rich tradition and commitment to education as the birthplace of America’s public education system. BPS is a leader in urban education. Nationally recognized programs and initiatives such as universal preschool, early childhood education, an equitable school-based funding formula, and policies specifically focused on creating greater racial equity are but a few of BPS’s signature accomplishments. Every day we strive to be a nation-leading, student-centered public school district providing an equitable and excellent, well-rounded education that prepares every student for success in college, career and life.

The Office of Special Education provides instructional and compliance support to the Boston Public School District. The District seeks a dynamic and innovative leader to work collaboratively with BPS staff, families, students, and communities as the Chief of Special Education. The Chief of Special Education will be charged with ensuring that all students have equal access to the support and services they need to attain academic success. The Chief of Special Education will think strategically and innovatively about expanding inclusion and special education support services in all Boston public schools while ensuring district-wide compliance with state and federal special education regulations. To achieve these ambitious goals, the Chief will hold district and school leaders accountable to our special education students and will coordinate support to schools to innovate and transform learning for students with disabilities. The Chief will work collaboratively with district leaders, including leaders charged with supporting English Language Learners, social/emotional services, and academics, to create district-wide systems that ensure all our students have access to quality instruction and are attending high-quality schools that can meet the student's specific learning needs. The Chief will be a leader in the Superintendent’s Executive Cabinet.

RESPONSIBILITIES:

The Chief of Special Education is responsible for overseeing all special education working groups including, but not limited to, the following: 1) Schools; 2) Early Childhood; 3) ABA Services; 4) Related Services; 5) Behavioral Health; 6) Compliance; and 7) Operations. In addition, the Chief will be responsible for the following:

- Deliver effective and equitable K-12 classroom/instructional support and special education-related services for students with disabilities as determined through the IEP process;
- Oversee the direction of policies, programs and services for more than 11,000 students with disabilities to ensure compliance with federal and state regulations;
- Leverage the strengths and skills of the individuals currently supporting our students and build capacity within these individuals to grow their skills sets to better support our students and schools;
- Provide and coordinate professional development to schools leaders, teachers and other staff in promising practices in the education of students with disabilities in alignment with BPS standards-based curriculum, district-wide initiatives, and grounded in adult learning methods;
- Supervise and evaluate all lead administrators within Special Education and participate in collective bargaining sessions with involved unions;
- Work in partnership with the City’s SPEDPAC and create multiple opportunities for family and community engagement during the year;
- Ensure that the district provides students not attending public schools with required services and Add non-public oversight;
- Coordinate with the transportation department regarding transportation for students with disabilities;
• Coordinate with planning and enrollment regarding real-time and future special education enrollment needs;
• Experience with English learners with disabilities and the intersection of language and learning differences;
• Review and provide feedback on Functional Behavioral Assessments;
• Develop, monitor and manage the annual Special Education budget;
• Oversee implementation and ongoing monitoring of all grants;
• Use data analysis to inform service and policy decisions;
• Develop outcome-based goals for the department and for program areas to measure the effectiveness of services delivered;
• Establish relationships and ensure effective and appropriate communications with key internal and external stakeholders, including state and city government, school leaders, central departments, parent groups, community groups and professional organizations;
• Work with the Legal Advisors’ Office on litigation matters brought by the Bureau of Special Education Appeals (BSEA), Office of Civil Rights (OCR), and other agencies in dispute with the district regarding services for students;
• Develop community partnerships with agencies that will support and enhance our work with the students we serve;
• Represent the OSESS at various professional development opportunities, including local and national conferences;
• Provide support for the students and for the department through communication and problem-solving with parents and staff members;
• Other tasks as requested by the Deputy Superintendent.

QUALIFICATIONS – REQUIRED:

1. Hold a Master’s Degree in the field of Special Education or a Master’s Degree in Educational Administration and Supervision with an endorsement in the field of Special Education;
2. Hold a valid Special Education Administrator’s license in Massachusetts;
3. Demonstrate capability to work collaboratively with central office and school administrators, direct service providers, families, students, and outside partners;
4. Demonstrate a deep understanding of how to support students with mild to moderate and moderate and severe disabilities;
5. Demonstrate the ability to assess and address the academic and behavioral needs of students;

1. Possess a working knowledge of and ability to problem-solve issues involving the Massachusetts Department of Elementary and Secondary Education Regulations, the Individual with Disabilities Education Act (IDEA);
2. Possess a minimum of three years of experience as a Special Education administrator in a large urban district;
3. Possess 3 years of teaching experience in a special education classroom;
4. Be authorized to work in the United States (candidates must have such authorization by their first day of employment).

QUALIFICATIONS – PREFERRED:

1. Demonstrate experience with and a strong understanding of the Common Core State Standards;
2. Demonstrate an understanding of how to expand inclusive opportunities in a large urban district;
3. Ability to effectively communicate how to design rigorous instruction that incorporates engagement methods and access for the diverse needs of BPS classrooms, such as Universal Design for Learning and differentiated instruction as well as interventions;
4. Demonstrate knowledge of transitional requirements for students with disabilities;
5. Demonstrate expertise in the areas of Section 504 and Assistive Technology;
6. Have experience managing a budget and making sound fiscal decisions;
7. Have experience monitoring service delivery models and developing accountability systems.

TERMS: Managerial, F101 ($187,537).

The Boston Public Schools, in accordance with its nondiscrimination policies, does not discriminate in its programs, facilities, employment, or educational opportunities on the basis of race, color, age, criminal record (inquiries only), disability, homelessness, sex/gender, gender

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identity, religion, national origin, ancestry, sexual orientation, genetics or military status and
does not tolerate any form of retaliation, or bias-based intimidation, threat or harassment that
demeans individuals’ dignity or interferes with their ability to learn or work.

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<th>Shift Type</th>
<th>Central Office</th>
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<td>Location</td>
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**Applications Accepted**

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