

**BOARD OF EDUCATION  
DEPARTMENT OF HUMAN RESOURCES  
18 SOUTH PERRY STREET  
POUGHKEEPSIE, NEW YORK 12601**

**INTERNAL**

**RECRUITMENT BULLETIN # 21-22-342  
JUNE 2022**

**CHILD STUDY TEAM CHAIR (IST COORDINATOR)  
POUGHKEEPSIE HIGH SCHOOL**

**NOTICE OF POSITION**

**POSITION:**

The Superintendent of Schools, Dr. Eric Jay Rosser, is interested in receiving applications from qualified candidates for the position of:

**CHILD STUDY TEAM CHAIR (IST COORDINATOR)  
PHS - 9th, 10th, 11th, 12th GRADE**

**APPLICATION**

A letter of interest is required for consideration of appointment.

**QUALIFICATIONS:**

NYS Teaching Certification required.

**DUTIES:**

The Poughkeepsie City School District (PCSD) is committed to providing students and parents with pathways to opportunity that will lead to achievement and success. Through student-centered effective and transformational leadership, school and community engagement, and an unrelenting pursuit to achieve greater school outcomes for children, the Poughkeepsie City Schools is focused on developing and growing greater access, equity, opportunity, and quality across PCSD.

PCSD is seeking an IST coordinator(s) to work within the Multi-Tiered Systems of support Framework. The IST Coordinator(s) will:

- Facilitate the MTSS-Academic meetings
- Schedule MTSS-Academic meetings and ensure all relevant professionals are in attendance
- Chair meeting, introduce team members, review purpose of meeting, summarize problem areas, lead team in problem solving
- Support the referring teacher through the Rtl process
- Assist in school-wide implementation process, progress monitoring protocols, data collection and data analysis procedures
- Engage parents within the MTSS/Rtl process
- Work in conjunction with the PBIS Coordinator(s) and MTSS Coordinator as part of the School Leadership Team (SLT)

**APPOINTMENT:**

Appointment will be made by the Board of Education upon the recommendation of the Superintendent following assessment of training, experience, certifications, credentials and evaluation of service. Personal interviews shall be conducted where appropriate.

**FINAL DATE  
FOR FILING:**

June 27, 2022

**SALARY:**

In accordance with the PPSTA Contract

**SEND LETTER OF  
INTEREST TO:**

[kroyce@poughkeepsieschools.org](mailto:kroyce@poughkeepsieschools.org)

Kellyann Royce-Giron

Principal-Poughkeepsie High School

The Poughkeepsie City School District is an Equal Opportunity Employer and does not discriminate on the basis of sex, race, religion, national origin, disability, age or marital status; nor does it apply any other arbitrary measure, which would tend to deprive persons of their constitutional rights.