

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

**INTERNAL**

**RECRUITMENT BULLETIN 21-22-133  
OCTOBER 2021**

**CREDIT RECOVERY  
CERTIFIED SECONDARY**

**NOTICE OF POSITION**

**POSITION:**

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

**CERTIFIED SECONDARY TEACHER(S) FOR CREDIT RECOVERY**

- **LIVING ENVIRONMENT**

**QUALIFICATIONS:**

New York State Certified in the secondary content areas stated above.

**APPLICATION:**

A letter of interest and a resumé is requested to be considered for appointment

**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.

To provide assistance to students enrolled in credit recovery after school. The Credit Recovery teacher will teach a class for students at Poughkeepsie High school. The curriculum will be delivered via credit recovery online program (PLATO) . The teacher will be responsible for assisting students and making sure they progress and complete the courses needed to recover their necessary credits.

The teacher will be responsible for the following duties:

- The teacher will teach the class through the use of the 3rd party online software (PLATO) to student students in the credit recovery program.
- The teacher will develop material and lesson plans to conduct classroom instruction that supports the credit recovery program, as needed.
- The teacher will take attendance daily.
- The teacher will monitor student progress and maintain accurate records of student performance.
- The teacher will evaluate and assess student performance.
- The teacher will maintain compliance with all New York State standards.

- The teacher will work cooperatively with counselors, administrators, and colleagues.
- Effectively use the computer and technology to support effective instructions and student learning.
- The teacher will provide students with regular guidance and support to ensure that they are able to understand the content and develop necessary skills to recover their credits.

**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.

**EFFECTIVE DATE:** As soon as practicable after appointment

**SALARY:** As per PPSTA contract

**FINAL DATE FOR FILING:** Open until filled

**SEND LETTER OF INTEREST AND A RESUMÉ TO :**

[kroyce@poughkeepsieschools.org](mailto:kroyce@poughkeepsieschools.org)  
[mgilroy@pougheepsieschools.org](mailto:mgilroy@pougheepsieschools.org)  
Ms. Kelleyann Royce-Giron  
Principal of 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.