

BROADALBIN-PERTH CENTRAL SCHOOL

POSITION DESCRIPTION

Position Title: Dean of Discipline
Reports To: Superintendent of Schools
Prepared By: Superintendent of Schools
Date: July, 2010

Summary:

Under the direction of the building administrator, the Dean of Discipline shall assist in managing all student discipline issues that occur on and off schools grounds, including the school bus.

Essential Duties and Responsibilities:

- Assists the principal in the supervision of students and enforcement of the student code of conduct as legislated by Project SAVE policy of the district.

Education/Experience/ and State Certification:

Minimum requirements include receipt of a Masters Degree, with additional study required to ensure eligibility for the NYS School Administrator (SAS) certification. Five years of effective teaching experience.