

**PLEASE POST**

The Board of Education of the Akron Central School District is seeking applications from candidates for the position of

**High School Assistant Principal  
VACANCY 2025**

**Position:** High School Assistant Principal (Probationary Position) Competitive Salary

**Salary:** Based on Qualifications and Experience (\$85,000-\$105,000)

**Start Date:** On or about July 1, 2025

**Reports To:** High School Principal and Superintendent of Schools

**Qualifications:**

- NYS Certification as a School Building Leader, School District Leader or School District Administrator
- Master's Degree
- Ability to positively interact with students, teachers, parents, and other members of our community.
- Successful High School Teaching/Administrative Experience Preferred
- High Level of Communication, Organizational, Interpersonal and Problem Solving Skills
- Possess a working knowledge of the shared decision making process and experience in school improvement practices.

**Responsibilities:**

The high school assistant principal is employed on a twelve month basis. The assistant principal is expected to assist the building principal in the administration and supervision of all high school programs. In addition, the assistant principal will seek to support and facilitate the district strategic plan initiatives designed to promote a positive high school experience.

**Duties Will Include, But Are Not Limited To The Following:**

1. Oversee High School discipline with knowledge of restorative practices.
2. Assists the Principal with high school building duties.
3. Oversee and recommend updates to the District's Code of Conduct.
4. Lead the Building Safety team
5. High School Newsletters
6. Participation on MTSS
7. Teacher evaluation and observation process
8. Coordinate exam schedules including Regents and AP exams.
9. Lead Grade Level and Student Support team meetings.
10. Celebrates the accomplishments of their students and colleagues and provides encouragement and support for attempts at improvement.
11. Assists in the evaluation and selection of candidates for instructional and non-instructional positions.
12. Other duties and responsibilities as assigned by the Superintendent of Schools and High School Principal.

**Terms of Employment:** The High School Assistant Principal position is a tenure track twelve-month school administrator position. Salary and benefits will be competitive and commensurate with experience.

**Deadline for Applications:** The deadline for applications is May 20, 2025. Interested candidates must apply via [www.akronschools.org/wnyriccertified](http://www.akronschools.org/wnyriccertified) AND mail a detailed cover letter of application and current resume to:

Akron Central School District  
Attn: District Clerk  
47 Bloomingdale Avenue, Akron NY 14001