

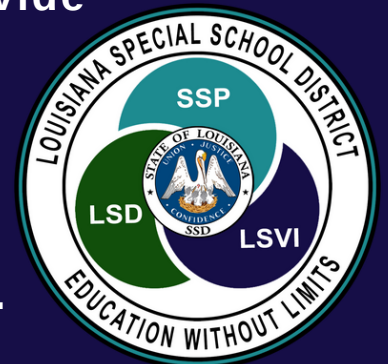
LOUISIANA SCHOOL FOR THE VISUALLY IMPAIRED

Executive Director Job Announcement



Special School District

The Special School District (SSD) was established by the Louisiana Legislature and serves over 1,800 students annually across Louisiana. Our mission is to provide compassionate, collaborative, and innovative educational opportunities for students with low incidence disabilities, meeting each student's unique needs. Our goal is to ensure 100 percent of the students served in our schools and programs will leave with a clear path to success.



#EducationWithoutLimits

LSVI



“traces its
roots
back to
1852”

The Louisiana School for the Visually Impaired (LSVI) traces its roots back to 1852 and serves blind and visually impaired children, birth to age 21. Our school prides itself on offering comprehensive services, including rigorous instruction, outreach services, extracurricular activities, assistive technology, transition, and orientation and mobility and Expanded Core training. We dedicate ourselves every day to ensuring our students reach their maximum potential.

LSVI commits to teaching students Braille in an optimal, highly accessible environment; to present instructional materials in formats and using technology best suited to each student; to ensuring that we are driven by research in best developmental practices for learners that are blind or visually impaired; to use advances in technology to meet the diverse needs of our students.

LSVI strives to be a college and career preparatory environment where students are expected to read, to respond, to analyze information, to reason and solve real-world problems, and to make sense of the world around them. We encourage parents and families to engage fully with the school and to help us support their children. Our teachers are experts in the field and in the needs of our students, they engage in regular Professional Learning Communities, and they continuously grow in the profession and techniques.

Throughout its more than 150 years as a school, LSVI has maintained an unchanging commitment to offer blind and visually impaired students the academic, career and social opportunities to help them achieve their full potential. We never stop learning here at the Louisiana School for the Visually Impaired!

OF STUDENTS

67

Students on campus

110

Students served
through outreach



Position - Executive Director



The Executive Director's core purpose is to provide professional, highly-effective leadership and management that will achieve outstanding results for students at LSVI. The Executive Director promotes an inspiring vision and clear direction that is shared by all members of the school, preK-12. Ultimately, the executive director is responsible for ensuring that the curriculum, teaching and assessment practices inspire high levels of engagement, achievement and progress for all students at LSVI. The anticipated salary range for this position is \$90,000 to \$110,000 depending on the candidate's experience and educational qualifications.

Responsibilities

Executive Director



The charge of the Executive Director is to do whatever is necessary to reach the goals we establish for students' academic success, including developing teachers, ensuring top-quality curriculum, using data to drive school- and team-wide decisions, developing leaders and building team culture.

Academic Goals: ensure every scholar is prepared for and experiences academic success.

- Ensure that the school meets all academic goals as measured by interim and summative norm- and criterion-referenced assessments.
- At the high school level, ensure that all scholars who are eligible for college are on track for college success, including meeting all GPA, ACT and credit requirements to be eligible for an institution of higher learning in the state of Louisiana and beyond.
- Lead the School Building Level team to ensure all scholars with 504s, IEPs, and in the RTI process are on track for academic success.
- Provide career and technical education offerings as well as work base learning experiences for scholars.

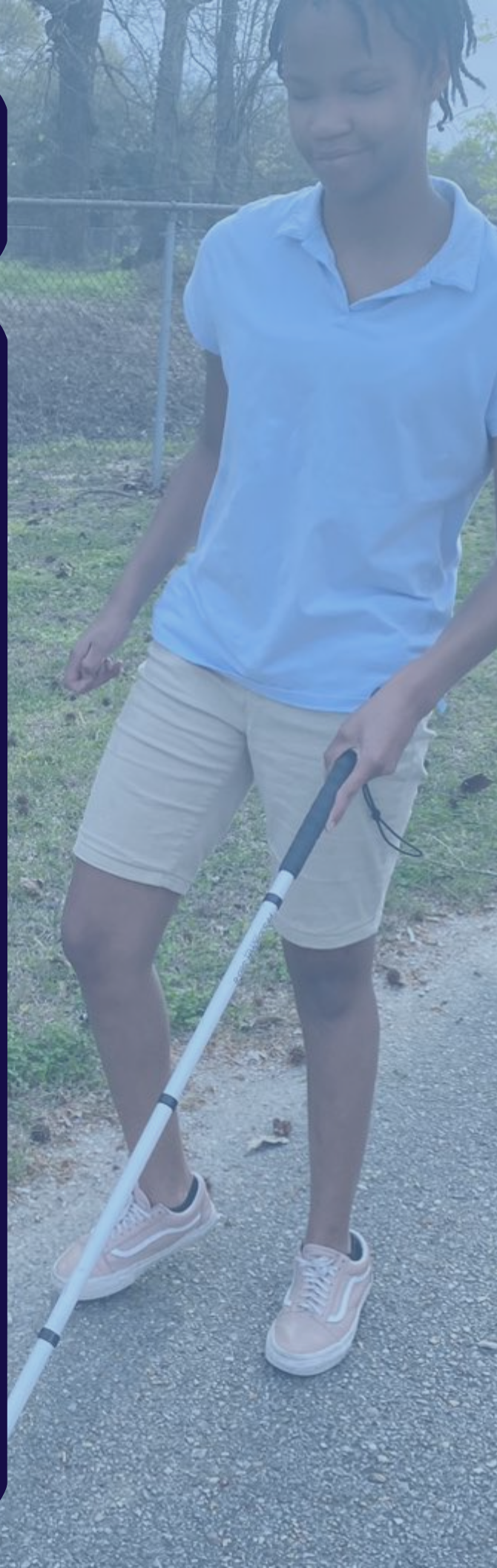


Responsibilities

Executive Director

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Responsibilities

Executive Director



Teacher Coaching and Professional Development: Do whatever it takes to make teachers successful.

- Ensure all teachers receive weekly observations and engage in weekly coaching meetings with the appropriate personnel. Conduct on-going coaching across content areas, across experience levels, and needs, from curriculum to lesson planning, rigor, execution, behavior management, classroom culture, etc.
- Utilize the highest leverage tools you have as a coach of coaches, including but not limited to: real time coaching, debriefing with teachers, co-planning lessons, lesson plan review, and data meetings.
- Norm the bar for excellent teaching based on academic data and observational data, using the observational teaching rubric.
- Manage performance of the team through ongoing leadership team and staff-wide professional development, all staff meetings, and individual meetings with the team. Identify trends across classrooms and plan and execute professional development sessions to target key growth areas. Hold teachers and leaders accountable for improvement across all teachers.
- Support leaders to support teachers in non-classroom skills needed to be successful: time management, organization, self-awareness and self-management. Support teachers in the emotional currents of joining the LSVI team.

Responsibilities

Executive Director



Team Leadership: Lead the school team in every way with the assistance of the school leadership.

- Orient the team at the beginning of the year and on an ongoing basis on the following best practices: lesson planning, data driven instruction, and assessment design.
- Build strong relationships with the Heads of School, the whole team, and each individual staff member founded on trust, honesty, accountability, and enthusiasm.
- Use your influence in the school to improve any part of the school that you see needs addressing. Never hesitate to bring something up that you think can be better.
- Regularly recognize the work of individuals and of the team to drive performance and create a positive team culture.
- Work with the leadership team to assess trends throughout the school and create and execute plans to improve the school based on trends.
- Approach all conversations with honesty and transparency with the leadership team.

Responsibilities

Executive Director

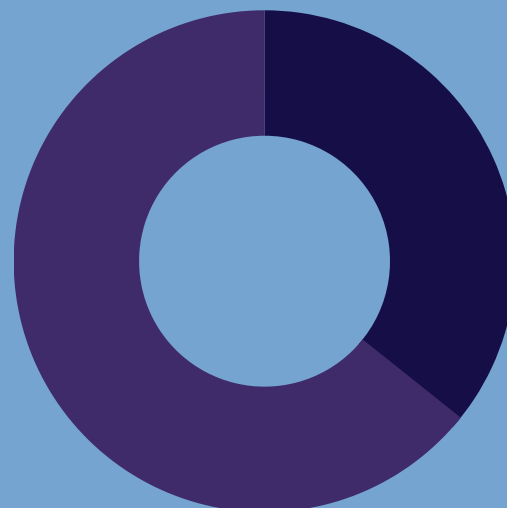


Data Driven Instructional Leadership: Ensure all teachers meet their interim assessment and end of year goals.

- Provide individual coaching and support to teachers as needed to improve their data driven instruction.
- Use school-wide academic data to make decisions about where to focus instructional coaching, how to spend instructional time, what shifts the school should make to the schedule, and what gaps the school needs to fill to ensure that we achieve academic success for all.
- Ensure that every child has a schedule of classes that meets them where they are academically and pushes them towards college success.

OF STAFF
70

non-classified
45



classified
25

Responsibilities

Executive Director



Professional Ethics

- Model ethical behavior at both the school and community levels.
- Communicate to others expectations of ethical behavior.
- Respect the rights and dignity of others.
- Provide accurate information without distortion and without violating the rights of others.
- Apply laws, policies, regulations, and procedures fairly, consistently, wisely, and compassionately.
- Minimize bias in self and others and accept responsibility for his/her own decisions and actions.
- Address unethical behavior in self and others



**Total budget
\$5.6 million**

Managerial Responsibilities

- Serve as the Chief School Officer in the administration of the Louisiana School for the Visually Impaired.
- Provide professional administrative leadership in executing and implementing school philosophy, policies, procedures and programs and policies and regulations mandated by SSD and other state and federal regulatory agencies.
- Provide professional leadership, make administrative decisions and develop and establish long range strategic plans necessary for the proper administration and management of the educational programs, services and operations of the school.
- Prepare budgets, projects, contracts, interagency agreements and reports as directed.
- Exercise leadership and responsibility in the management, allocation and utilization of school resources.
- Keep the SSD Superintendent fully informed regarding school operations.



Additional Responsibilities

- Oversee the planning, preparation, and distribution of the student and faculty handbooks.
- Cooperate with community agencies whose purpose relates to the health, safety, and welfare of students.
- Direct the closing of school activities.
- Display dependability and punctuality in attendance and in meeting obligations.
- Exhibit initiative.
- Exhibit willingness to accept and use suggestions for improvement.
- Recognize and follow established communication channels.
- May be required to develop and implement a Professional Growth Plan in consultation with the supervisor.
- May be required to complete a Self-Evaluation.
- Perform other duties as assigned.



Qualifications and Qualities

- Deep belief that all students, regardless of their backgrounds and educational pasts, have the potential to succeed in college, career and beyond and that it is the responsibility of schools to help students realize that potential.
- Master's Degree required
- Leadership certification required (Louisiana or out-of-state equivalency)
- Teacher of Visually Impaired Certification required or obtain the certification within three years of appointment
- Minimum of three (3) or more years as a school director, principal and/or senior administrator
- Experience working with blind/visually impaired
- Special Needs Experience, preferred
- Desire to work at a college-prep school rebuilding education for blind and visually impaired learners.

LSVI



Qualifications and Qualities



- Desire to work at a college-prep school rebuilding education for blind and visually impaired learners.
- Demonstrated leadership ability, which includes effectively managing and motivating a team to achieve goals
- Outstanding organizational skills; capacity to manage multiple responsibilities and competing demands
- Strong strategic thinking, problem solving and implementation skills
- Excellent communication skills
- Demonstrated ability to work in a calm and respectful manner; commitment to fostering a collaborative, professional, and respectful work environment.
- Effective rating measured using the Compass observation and goal setting cycle and tools, which includes measures of vision and goal setting, safe and orderly climate, collaboration, professional growth, observation and feedback, teacher instruction, and assessment



TO APPLY



*Please email the following documents to Diane LeBlanc at DLeblanc@lsdvi.org

- ★ Letter of Interest
- ★ Resume
- ★ Phone number and email addresses of three professional references
- ★ Educational Leadership Philosophy
(no more than one page typewritten)
- ★ Visual Impairment Education Instructional Philosophy
(no more than one page typewritten)

*All applications should be submitted in a fully accessible format. Please ensure all PDFs meet this requirement. Materials may also be submitted in a MS Word format.

All applications should be received by Friday, May 26, 2023 for full consideration. Please contact Diane LeBlanc with any questions by calling (225) 757-3208 or emailing DLeblanc@lsdvi.org.