



**Community School District 13**  
355 Park Place  
Brooklyn, NY 11238



*Meghan Dunn, Superintendent*

Darlene Cameron, Deputy Superintendent

Lisa H. Pilaski, Executive Director

**D13 Dual Language Planning for EL/IB**

Dated: December 19, 2024

10 Day Posting

Contingent Upon Funding

Position:

**Licensed Bilingual Teacher**

Location:

Virtual

Eligibility:

Licensed Teacher currently working in a dual language classroom

Selection Criteria:

Dual language elementary grade teacher working in a D13 Dual Language program.

General Duties and Responsibilities

1. Attendance and active participation in planning sessions
2. Creation of module/unit plans and resources to support EL/IB Units in Spanish or French

Work Schedule

Dates: January 8, January 15, February 5, February 12, February 26, March 5, March 12, March 26, April 2, April 9, April 23, May 7, May 14 from 3:00-4:30pm.

Approx. 20 hours total

Salary:

Per session rate as per UFT Collective Bargaining Agreement.

Application:

Submit letter of application via email and completed OP175 form no later than January 8, 2025 to:

Lisa Weis

355 Park Place

Brooklyn, NY, 11238

[lweis2@schools.nyc.gov](mailto:lweis2@schools.nyc.gov)

RE: Teacher Per Session Circular #14 - Dual Language Planning for EL Education

Service exceeding the number of hours specified in the DHR Memorandum dated March 5, 1999 concerning the change in the minimum number of hours for per session activities effective July 1, 1999 and/or service in more than one per session activity in a per session year (July 1, 2004-June 30, 2005)

Requires prior approval of the Chief Executive Officer for the Division of Human Resources. The appropriate Senior Executive, Senior Instructional Manager, Special Education Superintendent, Personnel Manager and any other appropriate head of a Central Headquarters office must make the request in writing (Form OP 175W) and receive written approval before the person can be working in the activity. For details, refer to Chancellor's Regulation C-175 dated August 27, 1990.

**PLEASE NOTE:** Pursuant to DHR Memorandum dated April 19, 1999, the 270 hour limit will remain in effect for School Psychologists and School Social Workers employed in "School/CSE Assessment Staff" activities only.

APPROVED: \_\_\_\_\_