

**DISTRICT 75/CITYWIDE PROGRAMS
400 FIRST AVENUE
NEW YORK, NEW YORK 10010**

JANUARY 28, 2010

CHAPTER 683 SUMMER VACANCY CIRCULAR NO. 13 2009-2010
THIS PER SESSION ASSIGNMENT IS SUBJECT TO FUNDING

POSITION: DC37 School Aide
(This activity implements Chapter 683 of the State Education Department laws of 1986.)

LOCATION: Various Special Education Schools throughout New York City

ELIGIBILITY: Processed as a New York City Department of Education Family Worker or School Aide

SELECTION CRITERIA:

Presently assigned to District 75. Where feasible applicants will be assigned to the same types of populations that they currently serve.

DUTIES AND RESPONSIBILITIES:

- 1 Under direct supervision of a principal or of a teacher, relieves the teacher of school activities which do not require teaching or other professional skills, or assists the teacher in charge of the lunch room in routine aspects of the school lunch program; performs related work.
- 2 Under supervision of the teacher or program coordinator, works as liaison between family, public agencies and school.
3. Satisfactory record of service and attendance in Chapter 683.

HOURS: 5 ½ hours per day exclusive of lunch

WORK YEAR: July 6, 2010 – August 13, 2010 (Summer Term)

SALARY: Commensurate with Collective Bargaining Agreement

APPLICATION:

Place a check (/) next to your name on the turn-around document indicating your interest in working the 2010 summer 683 program. All other staff should fill out the attached application (OP175) and return it to your building Principal by **March 3, 2010**.

Please indicate the circular number on the application.

AN EQUAL OPPORTUNITY EMPLOYER M/F/D