

TOPPENISH SCHOOL DISTRICT

June 3, 2026

JOB ID # 866

POSITION ANNOUNCEMENT

CENTRAL OFFICE

SPECIAL EDUCATION DIRECTOR

210 DAY PER YEAR

QUALIFICATIONS:

- Master's degree in Special Education, Educational Leadership, or related field. **Required**
- Valid Washington State Administrator Certificate or ability to obtain and Special Education endorsement. **Required**
- Minimum of five (5) years of successful experience in Special Education. **Required**
- Experience working in Special Education. **Required**
- Knowledge of federal and state Special Education laws, regulations, and compliance requirements.
- Experience in program development, staff supervision, budget management, and data analysis.
- Strong communication, leadership, and collaboration skills.
- Experience as a Special Education administrator or coordinator. **Preferred**
- Experience overseeing Section 504 programs and Special Education compliance. **Preferred**
- Experience with grant management, disproportionality analysis, and contracting with outside agencies. **Preferred**
- Experience leading professional development and supporting inclusive educational practices. **Preferred**
- Demonstrated leadership and organizational skills.
- Ability to build collaborative relationships with staff, families, and community partners.
- Commitment to equitable educational opportunities for all students.
- Strong problem-solving, decision-making, and strategic planning abilities

APPLICATION PROCEDURE:

In-district candidates need to complete an internal application/transfer through Frontline Recruiting & Hiring no later than Wednesday, June 17, 2026 by 5:00 pm.

<https://www.applitrack.com/toppenish/onlineapp/>

CLOSING DATE: OPEN UNTIL FILLED

RWC 49.58.110 REQUIREMENTS

Yearly Salary: \$134,909 - \$167,757 (Depending on Education & Experience)

Benefits Included: SEBB (Medical, Dental, Vision), DRS, Paid Time Off, Sick Leave, FMLA, PFMLA, VEBA & Personal Responsibilities Pay

Nondiscrimination Statement: Toppenish School District does not discriminate in any programs or activities on the basis of sex, race, creed, religion, color, national origin, age, veteran or military status, sexual orientation, gender expression or identity, disability, or the use of a trained dog guide or service animal and provides equal access to the Boy Scouts and other designated youth groups. The following employee(s) has been designated to handle questions and complaints of alleged discrimination:

Section 504/ADA Coordinator
Sandra Birley, Special Education Director
306 Bolin Drive: Toppenish, WA 98948

Title IX Coordinator
Daniel Sanchez, Athletic Director
141 Ward Road: Toppenish, WA 98948

Civil Rights Compliance Coordinator
Calisa Castillo, Human Resources Director
306 Bolin Drive: Toppenish, WA 98948

509-865-4455
sbirley@toppenish.wednet.edu

509-865-3370
dsanchez@toppenish.wednet.edu

509-865-4455
ccastillo@toppenish.wednet.edu

Toppenish School District Board Policies and Procedures regarding Sexual Harassment, Nondiscrimination and Affirmative Action, and Prohibition of H.I.B. can be found at our District website: <https://www.toppenish.wednet.edu/Page/4341>

If you believe you or a student have experienced unlawful discrimination, discriminatory harassment, or sexual harassment, or sexual harassment at work, you have the right to file a complaint. Before filing a complaint, you can discuss your concerns with your supervisor or with the school district's 504 Coordinator, Title IX Officer, or Civil Rights Coordinator, who are listed above. This is often the fastest way to resolve your concerns. To file a complaint, please access this website: <https://www.toppenish.wednet.edu/Page/4341>