

# Justin Tossas

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**Certification:**                      **Certificate of Advanced Study: School District Leader and School Building Leader, 2025 (Pending)**  
**Permanent New York State General and Special Education Certification, 2017**

**Education:**                      **Certificate of Advanced Study: State University of New York at Oswego- Oswego, NY 2025 (Pending)**  
**Master of Science, Early Childhood: State University of New York at Oswego- Oswego, NY 2007**  
**Masters in Business Administration: State University of New York at Oswego- Oswego, NY 2009**  
**Bachelor of Arts, Economics: State University of New York at Oswego- Oswego, NY 2007**

## Professional Experience

### **Principal, Summer High School**

**Central Square CSD-** Central Square, NY

7/7/25 to 8/22/2025 (Summer Internship)

- Collaborate with school counselors to support students in credit recovery
- Facilitate effective communication with parents in order to address concerns and support student success
- Conduct student management investigations and implemented appropriate interventions
- Coordinate summer Regents
- Organize and present professional development for staff

### **Assistant Principal, Summer High School**

**Oswego City School District-** Oswego, NY

7/2024 to 8/2024 (Summer Internship)

- Facilitated effective communication with parents to support student success and address concerns
- Conducted student management investigations and implemented appropriate interventions
- Assisted in coordinating summer Regents
- Organized and presented professional development for staff and summer student assembly
- Collaborated with school counselors to support positive student behavior and improve attendance outcomes

### **Diversity Shadowing, Institute of Technology High School at Syracuse Central**

**Syracuse City School District-** Syracuse, NY

3/15/2025

- Shadowed urban vocational principal, gaining insight into equity-focused, and culturally responsive leadership. Observed leadership in student conflict, restorative practices, and support staff collaboration.

### **Full-Day UPK District Transition Project Member**

**Oswego City School District-** Oswego, NY

9/2024 to Present

- Collaborated with district leadership to develop and present actionable recommendations aimed at expanding high-quality early childhood education across the Oswego City School District. Worked jointly on district-wide cost-benefit analysis to evaluate the transition from a community-based to a district-operated Universal Pre-K (UPK) program, focusing on staffing, operations, and feasibility.

## Summary of Teaching Experience

### **Math Teacher, Grade 6**

**Oswego City School District** Oswego, NY

9/2022 to 6/2024

- Taught 6th grade math curriculum to three cohorts
- Planned and implemented 6th grade interventions

### **Elementary Teacher, Grade 3**

**Oswego City School District** Oswego, NY

9/2018 to 6/2022, 9/2025 to Present

- Incorporated Leader in Me, leadership training
- Provided phonics-based interventions

### **Consultant Special Education Teacher- Grades 3 & 4**

**Altmar Parish Williamstown CSD** Parish, NY

9/2016 to 6/2018

- Attended student CSE meetings for IEP planning
- Collaborated with teaching teams

### **Technology Teacher, Elementary School- Grades K-5**

**New York City Department of Education** Bronx, NY

9/2012 to 9/2016

- Taught various special education classifications
- Utilized technology in classroom instruction

## Additional Leadership Experience

### **Modified Baseball Coach**

**Altmar Parish Williamstown CSD** Oswego, NY

9/2012 to 9/2016

- Instructed on player specific skill sets
- Held pre-season practice sessions

### **Modified Cross-Country Coach**

**Altmar Parish Williamstown CSD** Oswego, NY

9/2012 to 9/2016

- Provided daily training tips for runners
- Presented research on running to team

### **Modified Basketball Coach**

**Altmar Parish Williamstown CSD** Oswego, NY

9/2012 to 9/2016

- Chose a team of 15 dedicated to ethics and effort
- Created practice system that served player strengths

### **Youth Soccer Coach**

**Fulton Youth Soccer League** Oswego, NY

9/2012 to 9/2016

- Sought to instill good sportsmanship
- Instructed on basic and love of sport

## Training and Development

- LETRS Volume 1
- LETRS Volume 2
- Equipped for Reading Success, David Kilpatrick
- DIBELS 8th Edition
- Professional Learning Communities at Work
- Member of District Professional Learning Committee
- Member of District Planning Committee
- Member of Hiring Committee for Assistant Superintendent

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9/1/2025

Dear Hiring Committee,

It is my extreme pleasure to apply for the administrative position. As an experienced educator and training-administrator with an MBA in Management and soon to have Certificate of Advanced Study (CAS) in School Building and School District Leadership from SUNY Oswego, I am eager to bring my skills and passion to serve the students at your District.

Throughout my career, I have dedicated myself to creating collaborative, inclusive, data-driven, and student-centered environments that prioritize growth, equity, and achievement. During my tenure as an Assistant Principal at Oswego High School's summer program, I successfully partnered with students, families, staff, and fellow leaders to remove barriers to learning, empower educators, and cultivate a culture of belonging and engagement. Currently as Summer HS Principal in Central Square CSD, I continue to use these fundamentals in managing school systems, driven by understanding of PLC's.

Key principles that guide my leadership include:

- **Championing student-centered practices:** Promoting inclusivity, closing achievement gaps, and celebrating diversity to cultivate an environment where every learner thrives.
- **Prioritizing data-informed leadership:** Leveraging evidence-based insights and performance metrics to align team efforts, enhance decision-making, and foster continuous improvement across the school community.
- **Fostering collaboration:** Building strong relationships with students, teachers, staff, and families to create a trusting and positive school culture that drives student success.

It would be an honor and pleasure to serve an administrator, leading in a school community, demonstrating a commitment to ensuring access and success for all students through strong, data-driven MTSS systems. The chance to help support students, staff, families and build a warm culture through support in academics, good attendance, and social-emotional needs, while promoting equity and high expectations, would be thrilling.

It would be a delight for the opportunity to discuss further how my experiences and skills align with your District

Warmest regards,  
Justin Tossas