

Policies of the Board of Education

Section E

Personnel

TEACHER

500.49

QUALIFICATIONS:

- The minimum of a Bachelor's degree in Education from an accredited college or university.
- A valid Wisconsin Teacher's License, with applicable level-area endorsements
- Professional verification of successful classroom teacher performance and/or student teaching experience.
- Willingness to maintain an updated level of professional expertise in the area of K-8 education by engaging in professional growth activities.
- Knowledge of and willingness to be involved in co/extracurricular activities is highly desirable.
- Effective technology, oral, and written communication skills.
- Effective public relations skills.
- Commitment to high professional standards and ethics.

REPORTS TO: Principal/District Administrator

POSITION GOALS:

The primary goal of the classroom teacher is to develop in the student those skills, knowledge, concepts, dispositions, principles, appreciations, and attitudes that will result in a productive, well educated contributor to society.

The classroom teacher provides within the classroom an education program that is consistent with district philosophy, goals and objectives and assists in other school programs as required by district policy.

POSITION RESPONSIBILITIES:

The teacher as a director/facilitator of the learning process

- Determines cooperatively with the administration the learning objectives for the class, taking into account the scope and sequence of established curriculum and the assessed needs of the students.
- Plans appropriate learning experiences that promote established curriculum objectives.
- Recognizes the individuality of each student and differentiates instruction to meet varied levels of student abilities, intelligences and learning styles.
- Utilizes a variety of instructional materials including current and appropriate technology applications as determined by the Board of Education and administration.
- Monitors student progress and interprets data for the purpose of assessing student achievement and developing quality lessons.
- Reports individual pupil's progress to students, parents/guardians, and administration via the use of written reports, online communications, and conferences.
- Prepares written lesson plans and procedures needed to accomplish teaching/learning objectives for each lesson. Provides substitute teachers with written lesson plans and other pertinent classroom procedures.
- Creates a comfortable and safe classroom environment that promotes challenge without threat.
- Reads student Individualized Educational Plans (IEP) before the beginning of the school year.
- Refers students as appropriate for exceptional education evaluation.
- Attends multidisciplinary and IEP team meetings as an active participant for referred or re-evaluated students, submits reports on student progress, and assists in determining if special education needs exist.
- Attends and assists in the development of the IEP.
- Coordinates appropriate instructional program with exceptional education staff.

The teacher and relationships with others

- Demonstrates empathy for students' problems and concerns and works with other school personnel in aiding the students to solve his/her problems.
- Uses reasonable and appropriate student disciplinary measures.
- Cooperates with all staff members in the resolution of mutual concerns.
- Interacts in a positive manner with students, colleagues, employers, parents, and community groups.

The teacher as a professional

- Strives for professional improvement through participation in staff development activities provided by the district and/or self-selected professional growth activities.
- Participates in curriculum and program evaluation teams within the school or on a district level.
- Participates cooperatively with the administration to mutually develop and utilize the system by which the teacher will be evaluated.
- Participates in budgetary decisions in a realistic manner and within the framework of available district resources.
- Participates on committees and teams.
- Maintains accurate attendance accounting, grade reports and other records as required.

The teacher as an individual

- Demonstrates soundness of judgment.
- Strives to evaluate and improve self.
- Displays effective organizational skills.
- Shows evidence of concern for the appearance and physical condition of assigned teaching space.
- Presents an appropriate appearance.
- Respects confidential information.
- Exhibits positive leadership skills.

Approved by the School Board February 16, 2010