

SALEM-KEIZER PUBLIC SCHOOLS JOB DESCRIPTION

8/81	<u>TEACHER, HANDICAPPED LEARNER/ BASIC SKILLS, MIDDLE SCHOOL</u>	1.6.10A
Effective Date	Job Title	Index

1. Primary Functions:

- 1.01 Provides screening, assessment, program development, instruction, and monitoring of regular classroom instruction for eligible handicapped students as required by state and federal regulations.
- 1.02 Provides assessment, program development, and instruction to both eligible handicapped and nonhandicapped students significantly below grade level in the basic skills areas of reading, writing, and mathematics following District guidelines.

2. Responsible to: Building Principal or Designee.

3. Assigned Responsibilities:

- 3.01 Attends Student Services Team meetings as Team Coordinator, Case Manager, or Service Provider as designated by the Principal or Student Services Team.
- 3.02 Provides assessments for student eligibility and instructional placement for handicapped programs and corrective basic skills programs following District guidelines.
- 3.03 Develops Individual Education Programs (IEP) and annual review in compliance with Public Law 94-142 and District guidelines.
- 3.04 Writes or designates instructional objectives for each handicapped student.
- 3.05 Develops group or individual behavior management programs as needed.
- 3.06 Conducts systematic probes and reviews of skills mastered by assigned students.
- 3.07 Supervises volunteers and, if requested, an instructional assistant.
- 3.08 Consults with the Student Services Team, or handicapped programs, and classroom teachers regarding handicapped student progress and grades.
- 3.09 Participates in the process for assigning nonhandicapped students into basic skills courses.
- 3.10 Provides instructional courses which include nonhandicapped students in reading, writing, and mathematics.
- 3.11 Assists the principal in the coordination of correction of student deficiencies in the basic skills of reading, mathematics, and writing.
- 3.12 Follows specified standards, policies, and procedures of the building and District.

Additional Responsibilities:

- 3.13
- 3.14
- 3.15

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4. Minimum Qualifications:

4.01 Oregon Teaching Certificate with Handicapped Learner Endorsement.

4.02 Demonstrate ability to:

4.02.01 Use interpersonal skills to consult with parents, aides, volunteers, administrators, classroom teachers, and counselors relative to the individual instructional needs of students.

4.02.02 Use appropriate individual programming and behavior management methods with middle school age students.

4.02.03 Administer intelligence, academic, and other diagnostic tests following District guidelines.

4.02.04 Provide instruction in the basic skills of reading, mathematics, and writing.

Additional Qualifications:

4.03

4.04

4.05

5. Minimum Term of Employment: Teacher Contract.

6. Salary Level: Placement on Teacher Salary Schedule.

7. Evaluation: Performance of this job will be evaluated in accordance with provisions of the Board's policy on Evaluation of Professional Personnel.

Approved by: _____ Date _____
(supervisor)

Received by: _____ Date _____
(staff member)