

BERRYESSA UNION SCHOOL DISTRICT
Position Description

JOB TITLE: Teacher, Special Day Class

Job Purpose Statement/s: The job of "Special Day Class Teacher" is done for purpose/s of creating a learning environment for identified students entitled to special education.

Essential Job Functions:

- **Implements** classroom instruction in all academic areas.
- **Provides** appropriate physical and psychological environment to establish and reinforce acceptable student behavior, attitudes, and social skills.
- **Provides** a program for each child in which success is of major importance.
- **Evaluates** each Special Education student at least annually to plan appropriate program of individualized instruction.
- **Augments** individualized instruction through the use of computers desirable.
- **Participates** as a member of an Individual Education Program Team for each student assigned to his/her classroom.
- **Maintains** necessary records for each Special Education student in his/her classroom.
- **Meets** with students' parents when parental support or approval is advisable or mandated, or when parents themselves request a meeting.
- **Develops** an understanding among staff members of handicapped students and their needs.
- **Designs** and implements mainstreaming when appropriate.
- **Directs** duties of instructional aide.
- **Maintains** competence through professional growth activities.
- **Performs** all other functions required of a regular classroom teacher.
- **Performs** other duties as requested by the school principal and the Student Services Department.

Job Requirements - Qualifications:

- **Experience Required:** Classroom teaching experience, work with preschool and elementary aged children with disabilities desirable.
- **Skills, Knowledge and/or Abilities Required:**
- **Knowledge** of all procedures pertaining to the development of Individual Education Programs for handicapped students.

Job Requirements – Qualifications Continued:

- **Knowledge** of the rules and regulations that pertain to Special Education pupils.
- **Skills** in developing individual goals and objectives for pupils based on diagnostic teaching.
- **Ability** to individualize instruction within the classroom using a variety of teaching materials.
- **Ability** to apply appropriate techniques and methods in order to assist pupils with handicapping conditions.
- **Ability** to communicate with students, other teachers, staff members, and parents concerning the needs and feelings of students.
- **Ability** to maintain effective relationships with pupils, other staff members, and parents.
- **Ability** to communicate clearly in writing and orally.
- **Ability** to demonstrate sufficient manual dexterity to write, use the telephone and duplicating machines.
- **Ability** to demonstrate sufficient vision to read printed materials at an average rate.
- **Ability** to sufficiently hear normal conversation and telephone conversation.
- **Ability** to sufficiently direct/teach physical education program.
- **Health** condition sufficient to maintain attendance with an average absence rate of no more than 5 - 10%.

Education Required: Bachelor or Master Degree. Advanced training in special education.

Licenses, Certifications, Bonding, and/or Testing Required: Special Education Credential authorizing appropriate service. Criminal Justice Fingerprint Clearance.

Reports to: School Administrator

Terms of Employment: 10 months

Salary Placement: Based on graduate education units and verifiable full time experience.

Evaluation: Performance of this position will be evaluated in accordance with the provisions of the Board's Policy on Evaluation of Certificated Personnel and the C.T.A.B. negotiated contract.

Board Approved: May 10, 1994