



SAN MATEO UNION HIGH SCHOOL DISTRICT
CERTIFICATED JOB DESCRIPTION

JOB TITLE: Algebra 1 Zero Period Acceleration

REPORTS TO: Principal

SITE: Hillsdale

CLASSIFICATION: Certificated

WORK YEAR: School Days

STIPEND: \$5,500

APPROVED BY THE BOARD OF TRUSTEES: October 12, 2023

JOB SUMMARY:

The Algebra Acceleration teacher will, under the direction of the school site administration, identify students who may qualify for Algebra 1 acceleration, communicate with families about acceleration options, provide guidance to interested students and families, plan the curriculum, assess progress and teach the class during zero period during spring semester. The teacher will work directly with students for up to 4 hours per week with additional time for progress assessment and communication with students and families. .

ESSENTIAL FUNCTIONS:

1. Help Hillsdale Geometry teachers identify students who are qualified and might be interested in acceleration either during 0 period, online or during summer school. This may involve analyzing the results of an Algebra 1 pre assessment, creating and distributing communications to interested students and families and following up to confirm rosters and acceleration choices. Use the pre-assessment to determine which Algebra standards students need to learn/review to be adequately prepared to begin Algebra 2.
2. Collaboratively develop the curriculum, assessments and instructional materials with other Algebra Acceleration (Zero Period and Summer School) teachers.
3. Teach the zero period Algebra 1 acceleration class 3 or 4 days a week during spring semester.
4. Be available during posted office hours for remediation and reassessments.
5. Implement a standards based system of assessment and reassessment and regularly update grades on Canvas to provide students guidance on progress towards Algebra 2 readiness.
6. Communicate with families as necessary throughout Spring Semester to provide updates on progress and recommendations on sophomore year math placement

KNOWLEDGE OF:

- The standards based Algebra 1 curriculum taught at Hillsdale High School
- Standards based assessment system used at Hillsdale High School
- How to use the Learning Mastery component of Canvas

OTHER REQUIREMENTS:

- Department of Justice fingerprint clearance.
- Evidence of Tuberculosis clearance.

The intent of this job description is to provide a representative summary of the major duties and responsibilities performed by incumbents of the position and are not intended to reflect all duties performed within the job. Incumbents may be required to perform other job-related tasks other than those specifically presented in the description.

SMUHSD is an equal opportunity employer in compliance with the Americans with Disabilities Act and all other applicable Federal, State, and Local regulations.

SMUHSD Equity Vision:

All students will learn in a safe, inclusive and equitable environment that validates, respects and honors their unique backgrounds, interests and identities.

Mission: We will continually identify, disrupt and eliminate institutional biases and barriers to ensure that all students have the skills and knowledge to thrive physically, emotionally, and academically.

Equal Opportunity Employer Statement

San Mateo Union High School District is an equal-opportunity employer that is committed to diversity and inclusion in the workplace. We prohibit discrimination and harassment of any kind based on race, color, sex, religion, sexual orientation, national origin, disability, genetic information, pregnancy, or any other protected characteristic as outlined by federal, state, or local laws. This policy applies to all employment practices within our organization, including hiring, recruiting, promotion, termination, layoff, recall, leave of absence, compensation, benefits, training, and apprenticeship. SMUHSD makes hiring decisions based solely on qualifications, merit, and business needs at the time. For more information, read through our **Nondiscrimination in Employment policy**.

Equity Flyer**BP0415.1 Racial Equity****AR0415.1 Racial Equity****DISASTER SERVICE WORKERS:**

All San Mateo Union High School District employees are designated Disaster Service Workers through state and local law (California Government Code Section 3100-3109). Employment with the District requires the affirmation of a loyalty oath to this effect. Employees are required to complete all Disaster Service Worker-related training as assigned, and to return to work as ordered in the event of an emergency