

POSITION DESCRIPTION

Teacher

Organizational Relationship

Reports and accounts to the building principal. Work directly with assigned students.

General Definition of Work

States expectations and provides learning opportunities for all students to succeed. Holds students accountable for their learning and behavior. Implements all School Board policies and administrative procedures.

Qualification Requirements

To perform this job successfully, an individual must be able to perform each essential function satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Essential Functions

- States expectations and provides learning opportunities for all students to succeed. Implements all School Board policies and administrative procedures.
- Applies and incorporates the Stevens Point Area Public School District Curriculum material. Participates regularly in curriculum development. Develops course, unit, weekly, and daily lesson plans consistent with curriculum objectives. Emphasizes basic and essential concepts and facts as indicated by the Stevens Point Area Public School Curriculum.
- Uses effective instructional processes. Demonstrates command of assigned subject matter. Carries out instructional plans. Reviews concepts and skills previously learned. Teaches in an efficient manner that provides maximum use of available learning time. Uses a high volume of positive reinforcement.
- Plans for individual and group differences. Uses teaching strategies appropriate to individual student or group needs. Differentiates instruction to meet the diverse learning needs of students, including those requiring additional academic challenges and those in need of targeted intervention.
- Implements culturally responsive teaching practices that acknowledge and incorporate students' diverse backgrounds, experiences, and learning needs to create an inclusive classroom environment.
- Maintains a physical environment conducive to quality instruction and learning. Uses space, equipment, and materials to support instruction. Shows responsibility for the care and management of classroom material and equipment.
- Develops reasonable rules for classroom behavior which are consistent with the school-wide discipline system. Maintains order in a just manner implementing school-wide and classroom rules. Holds students accountable for their learning and behavior. Shares responsibility for maintaining order and acceptable student behavior in all school areas supervising students as assigned.
- Assesses students' accomplishments regularly. Uses data-driven decision-making by analyzing student performance data from formative and summative assessments to identify achievement gaps and adjust instruction accordingly. Provides reports showing students' accomplishments and needs to students, parents, colleagues, and administration regularly, as needed and as directed. Diagnoses learning difficulties of students regularly and adapts instruction to meet individual student needs. Engages in continuous progress monitoring to ensure all students, particularly those from historically underperforming groups, receive appropriate interventions and support. Makes referrals for students with suspected exceptional personal, learning, and/or exceptional educational needs. Interprets to parents through individual or group conferences the student's total growth and progress in the instructional program.
- Creates and maintains a supportive and positive relationship with students and staff through open communication. Develops and maintains strong relationships with students, families, and the community to foster a collaborative approach to student success and well-being. Provides students with academic guidance and counsel. Seeks help in problems of instruction and child adjustment from principals, supervisors, guidance, and EEN personnel.
- Requires promptness and punctuality to all assignments. Maintains records as required by law, district policies, and administrative procedures. Attends and participates in faculty meetings, in-service activities,

parent-teacher groups and other meetings and programs as needed and/or directed.

- Develops a professional growth program that enables improvement of professional skills, knowledge, and performance. Participates in professional learning opportunities to continually refine instructional practices.
- Keeps current with new developments, issues, and technology. Helps select materials, textbooks, and other learning resources for teaching duties.
- Regular and reliable attendance is required.
- Performs other duties as assigned. Must be able to adequately supervise students in the cafeteria, classroom, hallway and playground.

Education and Certification

- A valid Wisconsin Department of Public Instruction (DPI) Teacher license.
- Bachelor's Degree is required. Bachelor's Degree or an equivalent of education and experience in a related field as evaluated by the Director of Human Resources to qualify and be eligible for a Wisconsin Department of Public Instruction (DPI) teacher license.

Knowledge, Skills and Abilities

- Demonstrated skill in organizing ideas and presenting them with clarity and conciseness.
- Ability to analyze and interpret student achievement data to inform instruction, differentiate learning opportunities, and address achievement gaps.
- Ability to establish and maintain relationships based on mutual confidence and respect. Skill in collaborating with colleagues, families, and community partners to support students' academic and social-emotional success.
- Strong understanding of culturally responsive pedagogy and strategies for engaging diverse learners.
- Demonstrates skill in identifying problems and their resolutions.
- Demonstrates sound judgment, social competency, adaptability, self-confidence, emotional maturity, initiative, enthusiasm and resourcefulness, as well as dedication to duty.

Physical Requirements

The physical requirements indicated below are examples of the physical aspects that this position classification must perform in carrying out essential job functions.

Persons performing service in this position classification will exert 10 to 20 pounds of force frequently to lift, carry, push, pull or otherwise move objects. This type of work involves sitting, walking and standing.

Perceiving the nature of sound, near and far vision, depth perception, providing oral information, the manual dexterity to operate business related equipment, and handle and work with various materials and objects are important aspects of this job.

Reasonable accommodation may be made to enable a person with a disability to perform the essential functions of the job.

Environmental Conditions

This work has limited exposure to environmental conditions; work is generally in a moderately noisy location (e.g. classroom, light traffic).

The Stevens Point Area Public School District is committed to providing equal educational and employment opportunities. The District does not discriminate on the basis of sex, race, color, religion, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation, gender identity or expression, age, or physical, mental, emotional or learning disability, or any other reason prohibited by state or federal law, in any of its programs or activities, including employment. The District specifically does not discriminate on the basis of sex in any education program or activity that it operates, as required by Title IX and its regulations. The following individuals have been designated as the District's Compliance Officers and Title IX Coordinators: For students - Jennie McMahon, 715-345-5455. For Employees - Beth Bakunowicz, 715-345-5512. For additional information on the District's nondiscrimination policies and complaint procedures, see School Board Policies 2260 (Nondiscrimination and Access to Equal Educational Opportunity), 2266 (Nondiscrimination on the Basis of Sex in Education Programs or Activities), and 3122

(Nondiscrimination and Equal Employment Opportunity).

Teacher Salary Schedule

FLSA Status: Exempt

Last Revised: 1/2025

Stevens Point School District, Stevens Point, Wisconsin