

SAN YSIDRO SCHOOL DISTRICT

TITLE: Special Day Class Teacher
DEPARTMENT: Special Education
FLSA: Exempt
Revised: September 2017

REPORTS TO: Site Administrator
CLASSIFICATION: Certificated
SALARY: Educator's Salary Schedule
Board Approved: October 12, 2017

BASIC FUNCTION: Under the direction of the site Principal and in cooperation with the Special Education department, the SDC Teacher is responsible for providing consultation, coordination planning, evaluation, remediation and direct instructional services for students with special needs as directed by the Individualized Education Plan (IEP).

REPRESENTATIVE DUTIES: (Incumbents may perform any combination of the essential functions shown below. This position description is not intended to be an exhaustive list of all duties, knowledge, or abilities associated with this classification, but are intended to accurately reflect the principal job elements.)

- Upon identification of a child with disabilities, conducts diagnostic evaluation of child's learning disabilities and academic performance.
- Teaches students who have the majority of their instruction provided by a special education teacher keeping with their abilities and alignment with district adopted core curriculum and state standards.
- Prepares individualized education plan (IEP) and determines goals for student with emphasis on students' academic, socio-emotional, and/or behavior needs.
- May serve as a member of the Student Study Team and IEP team as deemed appropriate
- Serves as the primary case manager for Special Education services for students in a classroom and ensures that the IEP is implemented as written and as agreed to by the IEP team.
- Provides integrated learning opportunities in appropriate subjects as deemed appropriate by the IEP team.
- Provides guidance to and utilizes instructional aides to assist with instruction in a variety of environments, including both individual and groups, in an effective manner.
- Confers frequently with parents and service providers and staff members on the planning, implementation, and evaluation of each student's progress.
- Confers with designated service providers and/or outside agencies regarding eligibility for specific needs within the educational service model.
- Maintains ongoing communication with parents/guardians and outside professional consultants and agencies as appropriate to the needs of the student.
- Maintains professional growth in the knowledge, laws, regulations, and practices of the education of students with special needs that will enable him/her to work more effectively with children.
- Maintains ongoing communication with the site principal and other appropriate district personnel to facilitate the concept of mainstreaming and integration of students on a regular basis.
- Completes all required individual testing, data, reports, etc., that may be required for the assigned child.
- Uses data collection to measure student achievement, guide instructional decisions and modify goals as necessary.
- Maintains necessary progress records and submits reports as required in alignment to IEP goals.

- Attends site and district level meetings, as well as out of district meetings and/or conferences when possible.
- Perform other duties as assigned.

KNOWLEDGE

- Demonstrate knowledge of oral and written communication skills, a thorough understanding of Common Core Standards, and various instructional and management strategies.
- Demonstrate knowledge of programs for students with disabilities.
- Demonstrate proficiency in the use of technology (i.e. software, etc.) and technological devices and how the utilization of such technology improves the delivery of curriculum and increases student performance.

ABILITIES

- Ability to meet deadlines and schedules.
- Ability to establish and maintain cooperative and effective working relationships with others.
- Ability to maintain a variety of reports and files related to assigned activities.

MINIMUM QUALIFICATIONS:

EDUCATION AND EXPERIENCE

- Education Specialist Credential
- Autism Authorization
- BS/BA degree

DESIRED QUALIFICATIONS:

- Bilingual and Biliterate (English / Spanish)

WORKING CONDITIONS

Indoor and outdoor school settings which can include office and outdoor interactions.

PHYSICAL REQUIREMENTS:

Sufficient stamina and agility to stand, walk, run, sit, squat, bend, crawl, climb, twist, push, pull, and reaching overhead, above the shoulders and horizontally, to retrieve and store files and supplies on a daily basis to perform various activities in the classroom and playground area. Sufficient strength to lift, move, and/or carry various items in the classroom and outdoors up to 25 lbs. Hearing and speaking to exchange information, instructional concepts to children and discuss them with adults, seeing to perform assigned duties; sitting or standing for extended periods of time; hearing in a noisy environment and locate the source of a sound; dexterity of hands and fingers to operate a computer keyboard and other office equipment.