

## ONTARIO-MONTCLAIR SCHOOL DISTRICT

### ELEMENTARY CLASSROOM TEACHER – GRADES 4-6

#### **DEFINITION**

Provides an educational program for pupils in grades 4, 5 and 6, or a combination thereof, and assists in other school programs as assigned

#### **MAJOR DUTIES AND RESPONSIBILITIES**

- Teaches reading, language arts, social studies, mathematics, science, health, art, physical education, and music to pupils, utilizing the San Bernardino County Course of Study for Elementary Schools and other appropriate learning activities. May teach a foreign language to sixth grade pupils.
- Instructs pupils in citizenship, basic communication skills, and other general elements of the course of study specified in state law and administrative regulations and procedures of the school district.
- Provides planned learning experiences in order to motivate pupils and best utilize the available time for instruction.
- Develops lesson plans and instructional materials and provides individualized and small group instruction in order to adapt the curriculum to the needs of each pupil.
- Establishes and maintains standards of pupil behavior needed to achieve a functional learning atmosphere in the classroom.
- Evaluates pupils' academic and social growth, keeps appropriate records, prepares progress reports, and communicates with parents on the individual pupil's progress.
- Identifies pupil needs and cooperates with other professional staff.
- Creates with assistance from pupils, a functional and attractive environment for learning through display, bulletin boards and interest centers.
- Maintains professional competence through participation in in-service education activities provided by the district and/or self-selected professional growth activities.
- Participates cooperatively with the principal or his designee to develop the system by which he will be evaluated in conformance with the district's uniform guidelines for evaluation and assessment
- Selects and requisitions books, instructional aids, and instructional supplies and maintains required inventory records.
- Insures a comfortable room environment through control of heating, lighting, and ventilation to the extent possible.
- Supervises pupils in out-of-classroom activities during the assigned workday.
- Administers group standardized tests in accordance with district testing program.
- Participates in curriculum and other developmental programs within the school of assignment and/or on a district level.
- Shares in the sponsorship of student activities and participates in faculty committees.
- May plan and coordinate the work of aides, teacher assistants, and other paraprofessionals.
- Participates with other professional staff members in the Family Life Program as assigned.
- Performs basic attendance accounting and business services as required.
- Attends P.T.A. meetings.
- Develops weekly lesson plans and supplementary materials compatible with the basic instructional philosophy and curriculum of the District.
- Provides students with the opportunity to participate in daily patriotic observance. Education Code 52720.
- Monitors classroom environment to ensure clean and safe conditions exist, notifying principal of any unclean or unsafe classroom conditions.

**CREDENTIAL**

Valid California Multiple Subject Teaching Credential, verification of subject matter competence and English Learner Authorization

**EDUCATION**

Bachelor's Degree, including all courses needed to meet credential requirements.

**EXPERIENCE**

K-8 Classroom teaching experience preferred

**SUPERVISI ON**

Responsible to Principal

Responsible for students