

ONTARIO-MONTCLAIR SCHOOL DISTRICT
TEACHER ON ASSIGNMENT
CALIFORNIA STATE PRESCHOOL PROGRAM (CSPP)

DESCRIPTION OF POSITION

Under the direction of designated Administrator, collaboratively plan, develop, train and support the implementation of district curriculum and program priorities. OMSD is a learning organization therefore all staff share responsibility to educate all students and employ culturally appropriate and sustaining practices.

MAJOR DUTIES AND RESPONSIBILITIES

1. Plan and conduct professional development, coaching and feedback;
2. Observe lessons and give constructive feedback;
3. Provide model/demonstration lessons using scientifically, research-based instructional strategies;
4. Attend professional development, workshops, and conferences;
5. Design and implement training for parents desiring to provide home and school support of student learning;
6. Provide support for differentiated instruction;
7. Assist in collecting, assessing and utilizing student progress data; and
8. Additional related duties as assigned.

QUALIFICATIONS

Knowledge of:

1. Preschool Learning Foundations and pedagogy;
2. Curriculum for ELA/ELD, Math, Science, Social Studies, and Social-Emotional Learning;
3. California Department of Education (CDE) Title 5 regulations and Community Care Licensing (CCL) requirements;
4. California State Preschool Program (CSPP) Program Instrument and compliance expectations;
5. Desired Results Developmental Profile (DRDP) system, including administration timelines, documentation, and data use; Program Self-Evaluation (PSE) processes and continuous improvement practices; CLASS (Classroom Assessment Scoring System) and Teachstone framework for instructional quality;
6. Data analysis practices related to DRDP, CLASS, and program quality indicators.
7. Principles and practices of educational training and development; coaching methods and techniques; and
8. Methods to identify training needs, reporting and evaluating student data, results of needs assessments, and analyzing performance problems.

Ability to:

1. Work collaboratively with and in teams and with a variety of groups;
2. Work effectively with administrators, staff, parents, students, and community, and in multi-cultural and bilingual environments, to carry out the goals of the District and distinctive programs;

3. Prepare instructional lessons reflective of various learner needs and appropriate rigor level;
4. Work independently with little direction and with confidentiality and discretion;
5. Interpret and apply CSPP regulations, CDE guidance, and program requirements;
6. Analyze DRDP, CLASS, and program data to inform instruction and improve child outcomes;
7. Provide instructional coaching aligned to CSPP quality standards and early learning frameworks;
8. Support with meeting deadlines on compliance monitoring and documentation aligned to CSPP and Early Intervention Preschool Grant (EIPG) expectations;
9. Develop goals, objectives, and position resources to meet established goals on time; and
10. Develop and present effective and efficient presentations and professional development.

CREDENTIAL

Possession of a Clear California teaching credential, Certification acknowledging expertise in the field of Early Childhood Development and/or Child Development Permit.

EDUCATION AND EXPERIENCE

Bachelor's Degree required and Master's Degree preferred. Minimum of three (3) years successful classroom experience in Preschool-3rd grade or comparable early learning environment.

LICENSE REQUIREMENT

Possession of a valid California Motor Vehicle Operator's license.

CONDITION OF EMPLOYMENT

Insurability by the District's liability insurance carrier.

TERMS OF EMPLOYMENT

Work year dependent on funding, not to exceed 184 workdays. Placement on the Teachers' Salary schedule commensurate with prior experience and preparation.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to talk and hear. The employee frequently is required to stand, walk, and use hands and fingers to handle, or feel objects, tools, or controls. The employee is occasionally required to sit and reach with hands and arms.

The employee must regularly lift and/or move up to 25 pounds, frequently lift and/or move up to 10 pounds, and occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters with performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

While performing the duties of this job, the employee occasionally works in outside weather conditions. The noise level in the work environment is usually moderate.

BOARD APPROVED: May 21, 2026