

DELANO UNION SCHOOL DISTRICT

K-8 ELEMENTARY TEACHER

Job purpose

Teaches self-contained classes in kindergarten through grade six in elementary schools, and/or core classes in grades six through eight in middle schools, and other classes for which appropriately credentialed.

Responsible to

School Principal or designee

Functions

Essential functions

1. Teaches self-contained classes in transitional kindergarten through grade six in elementary schools, and/or core classes in grades six through eight in middle schools, and other classes for which appropriately credentialed, in accordance with the requirements of approved courses of study and at a rate and level commensurate with established expected student progress expectations, using adopted textbooks and other instructional materials authorized for such courses.
2. Uses information about individual students' academic strengths, needs, and progress in planning.
3. Creates lessons based on district adopted core curriculum.
4. Utilize district adopted resources and data that will promote high levels of learning and student engagement in the classroom environment.
5. Supports and cooperates with colleagues in order to promote a professional school culture.
6. Closely monitors student learning in order to understand how students are progressing toward the learning objectives and provides students with instructive and timely feedback that will move their learning forward.
7. Evaluates pupils' academic and social growth, keeps appropriate records, prepares progress reports, and holds conferences as needed.
8. Establishes a classroom environment that is safe and supportive, risk-taking is encouraged, students feel free to contribute their ideas, and teacher and student interactions are respectful and polite to promote a positive learning environment for all students.
9. Provides clear behavior expectations for students and monitors student behavior throughout the class and school campus.
10. Participates in Individualized Education Plan (IEP) meetings with administrators, faculty, parents, and other parties involved to develop an IEP for eligible students.
11. Utilizes District approved behavior modification techniques to implement the IEP goals and continually monitors student progress toward IEP goal achievement.
12. Follows established policies and procedures for reporting incidents (e.g., child abuse, substance abuse, harassment, and violence).
13. Communicates with families to create a partnership around student learning by providing information about the instructional program and the progress of their child(ren).
14. Reflects on practice and student work to determine what went well and what changes could improve instruction and uses reflection to inform future instruction.
15. Effective use of district approved technology and programs.
16. Administers local and state assessments in accordance with district testing program.
17. Participates in professional growth opportunities as provided by the district.

Other Functions

1. During periods of critical personnel shortage or other emergency situations, shall temporarily perform any duties, as directed, within the authorization of any credentials held by the incumbent that are registered with the Office of the Kern County Superintendent of Schools and that are a part of the class description requirements in effect at the time such duties are performed.
2. Performs other duties as assigned in consistent with the District DUESTA agreement.

Qualifications

Education

An earned bachelor's degree from a regionally-accredited college or university.

Credential

1. A valid California credential or combination of credentials authorizing teaching service in the area and at the level of this class description must be in force and on file in the Office of the Kern County Superintendent of Schools.
2. English Learner Authorization

Bilingual Competency and/or Certification

Teachers in Dual Immersion positions perform the same teaching duties as those in the Elementary Teacher class, but the Dual Immersion counterparts must hold state bilingual certification. Certification documents that meet statutory certification requirements must be in force and on file with the District.

Knowledge, Skills, Abilities, and Personal Characteristics

1. Thorough knowledge of and ability to conduct and implement a cognitively challenging instructional program as required by a District approved course of study.
2. Ability to differentiate instruction to meet diverse student learning needs.
3. Ability to cooperate with the school faculty and administration in the development of a coherent program of instruction.
4. Ability to work effectively with students, parents, staff members, and community representatives in providing a rigorous educational program.
5. Thorough knowledge of content and pedagogy necessary for effective instruction and comply with the District's Vision, Mission and Goals.
6. General understanding of the physical, intellectual, social, and emotional developmental patterns and needs of students.
7. Ability to work effectively with all racial, ethnic, linguistic, disability, and socioeconomic groups.
8. Ability to communicate effectively including giving clear concise instructions, using academic language, and appropriate level of delivery, and listening without bias and providing appropriate feedback/reinforcement.
9. Ability to compose and comprehend written communication.
10. Ability to properly use and to care for the materials, supplies, and equipment employed in teaching.
11. Appropriate personal hygiene and adhere to DUSD professional norms.
12. Poise, tact, and good judgment, and commitment to the education of all students.

Health

Evidence of freedom from active tuberculosis pursuant to Education Code Section 49406.

Incorporated within one or more of the previously mentioned essential functions of this job description are the following essential physical requirements. Place the applicable number from the chart below that best indicates what percentage of time is spent on each of the following essential physical requirements. The categories refer to the overall requirements on an annual basis:

- | | |
|---------------------------|--------------------------------|
| 1. Seldom = Less than 25% | 3. Often = 51-75% |
| 2. Occasional = 25 – 50% | 4. Very Frequent = 76% & above |

- 3 a. Ability to work at a desk, conference table or in meetings of various configurations.
- 3 b. Ability to stand and circulate for extended periods of time.
- 4 c. Ability to see for purposes of reading laws and codes, rules and policies and other printed matter and observing students.
- 4 d. Ability to hear and understand speech at normal levels.

- 4 e. Ability to communicate so others will be able to clearly understand a normal conversation.
- 2 f. Ability to bend and twist, stoop and kneel, crawl, push, pull.
- 1 g. Ability to lift 35 lbs.
- 1 h. Ability to carry 35 lbs.
- 2 i. Ability to reach in all directions.

Other Related Functions of this Position:

1. Participates in appropriate meetings involving administration and other school staff.
2. Gives, understands, and carries out oral and written directions; works effectively under stress and in changing conditions.
3. Effectively operates the student information computer software.
4. Prioritizes and schedules work.
5. Maintains and establishes appropriate confidentiality of materials.
6. Meets timelines and schedules.
7. Performs campus supervision during contract hours.

Employee: _____ Date: _____

Authorized Representative: _____ Date: _____

The above statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of their responsibilities, duties and skills required of personnel so classified.

Board approved: 11/7/22