

POSTING

LAKOTA LOCAL SCHOOL DISTRICT Human Resources Office

TO: All Certified Staff Members
FROM: Human Resources
DATE: October 28, 2025

We are accepting applications for the vacancy of **Title I Tutor at Heritage ECS**

THIS ASSIGNMENT IS FOR THE 2025 - 2026 SCHOOL YEAR ONLY. Position is federally funded.

Qualifications: PK-3, PK-5, K-8 or 1-8 Teaching License
K-12 Reading Endorsement
Must meet Highly Qualified Status criteria

The Title I teacher promotes and develops successful students and performs related duties in accordance with Federal Title I guidelines and District policies.

- Teach small groups of children using Title I resources
- Use a variety of assessments to identify students for placement into the Title I program and to monitor their progress throughout the year
- Work cooperatively with the classroom teachers
- Confer with teachers and parents regarding student progress
- Complete all reports and records required by Title I
- Attend/participate in Title I trainings and meetings

Salary: \$32 per hour.

Contract Days: Tutor – Up to 25 hours per week.

Application Process: Candidates that are selected as Title I Tutors will be hired on an expiring contract as a one (1) year Long Term Substitute. Administration will review all applicants who have completed an online application at **www.lakotaonline.com**

Application Deadline: **Until Filled**

Applicants that are offered positions shall be required to submit to an FBI/BCII criminal background check. Failure to satisfactorily pass the criminal background check based on the discretion of the Board of Education will preclude an individual from employment with the district.

EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER

Guidelines for Employment of Tutors

These guidelines apply to district timesheet tutors, who work on a regular, established schedule.

1. Timesheet employees will be paid on an hourly rate based on \$32.00 hour.
2. Timesheet tutors may work a maximum of 25 hours per week. Tutors will turn in their timesheets each pay period. The building administrator will sign off on the hours worked then send the timesheet(s) to the designated Central Office Administrator.
3. Tutors will be expected to collect data on the students they are servicing.
4. Tutors will communicate student progress directly to the classroom teacher not the parent or guardian.
5. Tutors must adhere to all Lakota hiring guidelines (certified teacher, background checks, fingerprinting etc.)
6. There are no paid holidays; however, timesheet employees may be paid for training upon the approval of the Curriculum and Instruction Department. If appropriate, CEUs may be available for training or professional development.
7. The district will pay a percentage into STRS for the tutor.
8. Pay dates are the 5th and the 20th of each month unless the pay date falls on a weekend.

Revised - June 14, 2021