CHURCHILL COUNTY SCHOOL DISTRICT

Teacher on Special Assignment (TOSA) (Reset Room Support with an Emphasis on Behavioral Supports and Behavioral Coaching)

FLSA Status: Exempt

Created: 6/2024
Last Revised: 6/2024

Reports to: Site Principal

DEFINITION:

Teacher on Special Assignment (TOSA) for a school based Reset Room with an emphasis on behavioral supports and behavioral coaching to support student behaviors. This position is established to support students with behavioral issues. This will be done through working with students with behavioral issues that require intervention beyond the classroom with an emphasis on teaching and planning for the student to return to the classroom and meet behavioral expectations. The position will also support classroom teachers and school administration working with their students. This position will support Multi-Tiered Systems of Supports (MTSS) and restorative practices and will play a crucial role in enhancing student academic and behavioral outcomes. This position involves collaborating with teachers, administrators, and support staff to implement effective MTSS frameworks and restorative practices during the school day to mitigate punitive consequences for students. The position will provide guidance and support to ensure that students receive appropriate interventions and restorative justice practices that foster a positive school climate. The teacher will work directly with school administration and will work with students both in and out of the classroom setting, including students that are on In-School Suspension (ISS). This position will develop support plans and manage student support teams in teaching students the skills necessary for behavioral success in school. This position is a Teacher on Special Assignment (TOSA) position with a standard teacher contract.

SUPERVISION RECEIVED AND EXERCISED

Under the general direction of site administration and working with the Director of Learning & Innovation

ESSENTIAL FUNCTIONS: *(Performance of these functions is the reason the job exists. Assigned job tasks/duties are not limited to the essential functions).*

MTSS Implementation:

- Focus MTSS work on the students the position will work with.
- Assist in the development, implementation, and monitoring of the MTSS framework to support academic and behavioral interventions.
- Collaborate with educators to design and apply data-driven instructional strategies and interventions.
- Provide professional development and coaching to staff on MTSS processes, including data collection, analysis, and intervention strategies.
- Support the identification of students requiring additional academic or behavioral support and the development of appropriate intervention plans.

CHURCHILL COUNTY SCHOOL DISTRICT

Teacher on Special Assignment (TOSA) (Reset Room Support with an Emphasis on Behavioral Supports and Behavioral Coaching), continued

Restorative Practices:

- Provide a setting for students that is outside of the classroom when necessary to teach essential skills, develop plans, and implement practices and procedures to help the student achieve success in the school setting.
- Promote and facilitate restorative practices to resolve conflicts, build relationships, and create a supportive school community.
- Conduct restorative circles, conferences, and mediations with students, staff, and families to address conflicts and repair harm.
- Train and coach school staff on restorative practices, emphasizing empathy, accountability, and community building.
- Work with school administrators to integrate restorative practices into school policies and disciplinary procedures.

Collaboration and Communication:

- Serve as a liaison between school staff, students, families, and community agencies to coordinate support and resources.
- Facilitate regular meetings with teachers, support staff, and administrators to review student progress and adjust interventions as necessary.
- Communicate effectively with stakeholders to foster a shared understanding of MTSS and restorative practices and their benefits.

Data Management and Reporting:

- Collect and analyze data related to student behavior and academic performance to inform decision-making.
- Maintain accurate records of interventions, restorative sessions, and outcomes.
- Prepare reports for school leadership and district administrators on the effectiveness of Behavioral plans, MTSS and restorative practices.

Professional Development:

- Participate in crisis prevention and de-escalation training.
- Stay current with best practices in MTSS, restorative practices, and related fields through ongoing professional development.
- Share new knowledge and strategies with school staff through workshops, seminars, and one on one opportunities with staff.

MINIMUM QUALIFICATIONS REQUIRED: *(A combination of education, experience and training that would provide the same or an equivalent set of knowledge, skills and abilities. Typical qualifying experience would be)*

Education and Experience:

Bachelor's degree from an accredited college/university with major coursework in education or a related field.

Licenses and Certifications:

Must possess or be able to acquire a Nevada teaching license issued by the Nevada Department of Education with endorsement in relevant subject area.

When applying for a certificated licensed position, candidates must meet the minimum qualifications as listed on the appropriate position vacancy announcement.

Physical and Mental/Intellectual Requirements:

The physical and mental/intellectual requirements described here are representative of those that must be met by an employee to successfully perform the essential functions of the job.

Strength, dexterity, and coordination to use keyboard and video display terminal for prolonged periods. Strength and stamina to bend, stoop, sit, and stand for long periods of time. Dexterity and coordination to handle files and single pieces of paper; occasional lifting of files, stacks of paper or reports, references, and other materials. Some reaching for items above and below desk level. Some reaching, bending, squatting, and stooping to access files and records is necessary. The manual dexterity and cognitive ability to operate a personal computer using word processing and databases. The ability to interact professionally, communicate effectively, and exchange information accurately with all internal and external customers. Light lifting (up to 25 pounds) is occasionally required.

QUALIFICATIONS: ***Knowledge, Skills, and Abilities: (KSAs are the attributes required to perform a job; generally demonstrated through qualifying experience, education, or training.)***

Knowledge of:

- Principles and practices of restorative practices and MTSS techniques, including effective strategies of intervention and behavioral supports.
- Principles and methods for the design of curriculum, modern techniques for classroom assessment ad measurement of their effects.
- Learning and motivation theory, including human behavior and performance, individual differences in ability, personality and interests.
- Methods for assessing behavior, including recognition of affective disorders.
- Computer applications and hardware used in the assigned area.
- Education code, board rules, district policies and operating procedures.

Ability to:

- Plan, assess, develop, implement and evaluate comprehensive education services and programs, including assessment/evaluation tools.

CHURCHILL COUNTY SCHOOL DISTRICT

Teacher on Special Assignment (TOSA) (Reset Room Support with an Emphasis on Behavioral Supports and Behavioral Coaching), continued

- Work cooperatively with students, parents, peers, administration, and community members.
- Guide the learning process toward achievement of behavioral, curriculum and student goals.
- Employ a variety of instructional techniques and strategies aligned with instructional objectives, in order to meet the needs of all students.
- Maintain accurate and complete records as required by law and district policy.
- Maintain and improve professional competence through continued education and in-service.

PHYSICAL CAPACITY REQUIREMENTS FOR POSITION

(Mark with an X, leave blank where not applicable)

ESSENTIAL FUNCTIONS	***LESS THAN 25% OF TIME***	***25% TO 49% OF TIME***	***50% TO 74% OF TIME***	***75% TO 100% OF TIME***
Sitting	***X***			
Standing		***X***		
Walking	***X***			
Bending/Stooping/Squatting/Twisting	***X***			
Crawling				
Kneeling				
Reaching above the body	***X***			
Reaching away from body	***X***			
Climbing Stairs				
Climbing while working (ladders, stools, roofs, poles)				
Balancing				
Lifting &/Or Carrying objects:				
50 Pounds or 1/3 Bodyweight	***X***			
Pushing				
Pulling				
Grasping/Gripping	***X***			
Handling				
Applying Torque (arms)				
Fine Manipulation				
Repetitive Work	***X***			
Weight Bearing				
Typing, Keyboarding, or Entering Data	***X***			
Computer Monitor/CRT	***X***			
Driving a Vehicle				
Working Alone				
Operating Machinery or Equipment:				
Heavy Equipment				
Vibrating Equipment				
Power Tools				
Machine/Electrical Hazards				

CHURCHILL COUNTY SCHOOL DISTRICT

Teacher on Special Assignment (TOSA) (Reset Room Support with an Emphasis on Behavioral Supports and Behavioral Coaching), continued

ESSENTIAL FUNCTIONS	***LESS THAN 25% OF TIME***	***25% TO 49% OF TIME***	***50% TO 74% OF TIME***	***75% TO 100% OF TIME***
Ladders> 6 Feet				
Personal Protective Equipment				
Respirator Use				
Work Conditions:				
High Noises				
Heights				
Confined Spaces				
Heat Stress	***X***			
Cold Stress	***X***			
UV Exposure	***X***			
Hazardous Chemicals/Waste				
>8 Hours Per Day	***X***			
Overtime/Irregular Hours				
Senses:				
Eyes				
Visual Demanding Work	***X***			
Near Vision	***X***			
Far Vision				
Depth Perception				
Basic Color Discrimination				
Audio Arms				
Ability to Smell				

Working Conditions:

Work is performed under the following conditions:

Exposure to climate controlled classroom settings to outside weather with temperatures ranging from mild/moderate to extreme cold/heat. May involve exposure to noise levels ranging from moderate to very loud and occasional to frequent time periods. May involve work in crowded environments.

Hazards: Classroom furniture, playground/office equipment, communicable diseases, chemicals (as related to specific assignment), and power/hand operated equipment and machinery (as related to specific assignment).

Employee's Acknowledgement:

I acknowledge that I have read the above job description and have received a copy for my records.

Employee Name: _____

CHURCHILL COUNTY SCHOOL DISTRICT

Teacher on Special Assignment (TOSA) (Reset Room Support with an Emphasis on Behavioral Supports and Behavioral Coaching), continued

Employee Signature: _____Date: _____

Human Resources Signature*:* _____*Date:* _____