Title: Regular Education Teacher

Department: School Level (Elementary, Middle and Secondary)

Reports to (Title): Building Principal

Major Functions:

To provide a safe classroom environment favorable to learning and personal growth; to establish effective rapport with students; to motivate students to develop skills, attitudes and knowledge needed to provide a good foundation for college and career readiness in accordance with each student's ability; and to establish good relationships with parents and other staff members

Duties and Responsibilities:

- Plan, prepare, and deliver lesson plans and instructional materials that facilitate active learning.
- Plans lessons that meet the diversity of students' backgrounds, cultures, skills, learning levels, language proficiencies, interests, and special needs
- Selects instructional goals that incorporate higher level learning for all students
- Plans units of instruction that are in alignment with state content standards and represents a coherent sequence of learning
- Collects and organizes data from assessments to provide feedback to students and adjusts lessons and instruction as necessary
- Incorporates assessments into instructional planning that demonstrate high expectations for all students
- Demonstrates deep knowledge of content during instruction
- Actively engages students in the learning process
- Uses questioning and discussion techniques to promote higher order thinking skills
- Bring multiple perspectives to the delivery of content
- Establish and communicate clear objectives for all learning targets.
- Manages classroom space and resources effectively for student learning
- Creates and maintains a climate of safety, respect, and support for all students
- Maximizes time available for instruction
- Establishes and maintains a culture of learning to high expectations
- Manages student behavior to provide productive learning opportunities for all students
- Engages in continuous professional learning and applies new information learned in the classroom
- Demonstrates professionalism and high ethical standards; acts in alignment with the *Mississippi Code of Ethics*
- Communicate necessary information regularly to students, parents, and/or legal guardians regarding student progress and student needs.
- Maintain accurate and complete records of students' progress and development
- Update all necessary records accurately and completely as required by laws, district policies, and school procedures.
- Participate in department, school, district, and parent meetings.
- Collaborates with colleagues and is an active member of a professional learning community in the school
- Will assume additional duties such as, but is not limited to, bus duty, monitoring the cafeteria or hallway, serving on a committee, chaperoning an after-school activity, serving as a lead teacher or department chair, or any other duties and/or responsibilities assigned.
- Actively supervise and monitor students in areas and activities that take place on the way to and from school, in the classroom, in the hallways and restrooms, and during playground activities and recess, to ensure a safe school environment.
- Perform such other tasks and assume such other responsibilities as may be assigned by the supervisor or superintendent
- Maintain confidentiality and privacy of all Desoto County Schools' records
- Meet and instruct assigned classes at the assigned school and at times designated by the Principal and/or DCS
- Employ a variety of instructional techniques and instructional media, consistent with the physical limitations of the location provided and the needs capabilities of the individuals or student groups involved
- Identify and actively monitor student growth and refer students when deemed necessary for additional support
- Plan and supervise purposeful assignments for teacher aide(s) and volunteer(s)
- Cooperatively works with department heads

Minimum Requirements:

Hold a valid Mississippi Teaching License in the area hired to teach.

Disclaimer

The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. Employees may perform other tasks and assume such other responsibilities as may be assigned by the supervisor, administrative staff or superintendent.

Additional information

Employees shall maintain confidentiality and privacy of all school records. Employees shall be consistently responsible-maintaining regular punctual attendance and timely completion of assigned duties, working assigned days and using sick and personal leave appropriately

HR use only	
Job code	K-12
Month Days	12/187
Pay Grade	Teach Scale
Board Approved	12/03/2020
E/NE status	Exempt
Issued: November 2014	Certified

WORKING CONDITIONS & PHYSICAL EFFORT:	Seldom Or Never	Monthly	Weekly	Daily	Hourly
1. Lift objects weighing up to 20 pounds		X			
2. Lift objects weighing 21 to 50 pounds	X				
3. Lift objects weighing 51 to 100 pounds	X				
4. Lift objects weighing more than 100 pounds	X				
5. Carry objects weighing up to 20 pounds		X			
6. Carry objects weighing 21 to 50 pounds	X				
7. Carry objects weighing 51 to 100 pounds	X				
8. Carry objects weighing 100 pounds or more	X				
9. Standing up to one hour at a time				X	
10. Standing up to two hours at a time				X	
11. Standing for more than two hours at a time			X		
12. Stooping and bending				X	
13. Ability to reach and grasp objects					X
14. Manual dexterity or fine motor skills					X
15. Color vision, the ability to identify and distinguish colors					X
16. Ability to communicate orally					X
17. Ability to hear					X
18. Pushing or pulling carts or other such objects				X	
19. Proofreading and checking documents for accuracy					X
20. Using a keyboard to enter and transform words or data					X
21. Using a variety of technology devices					X

22. Working in a normal office environment with few physical discomforts				X	
23. Working in an area that is somewhat uncomfortable due to drafts, noise, temperature variation, or other conditions	X				
24. Working in an area that is very uncomfortable due to extreme temperature, noise levels, or other conditions	X				
25. Working with equipment or performing procedures where carelessness would probably result in minor cuts, bruises or muscle pulls	X				
26. Operating automobile, vehicle, or van	X				
27. Other physical, mental or visual ability required by the job				X	
28. Attendance & Punctuality				X	