



SPECIAL EDUCATION TEACHER

QUALIFICATIONS:

- Teaching certificate for the State of Illinois
- Minimum of a Bachelor's Degree from an accredited college or university.
- Learning Behavior Specialist I (LBSI) - Initial, Standard, Master Special Preschool – Age 21 Certificate
- The LBSI teacher will serve students with all disabilities except visual, hearing, and speech/language impairments. Such teachers must complete 50% of the continuing professional development they need for certificate renewal in the area of special education, and their renewal plans must address adapting and modifying curriculum to meet the needs of children receiving special education.
- Other qualifications that are deemed important or necessary by the Board of Education

REPORTS TO:

- Building principal or other designated supervisor

JOB GOAL:

- To provide specialized instruction and assistance to meet the needs of children identified as having disabilities to learn subject matter, skills, and attitudes that will contribute to their development as mature, able, and responsible men and women

PERFORMANCE RESPONSIBILITIES:

1. Works collaboratively with other school personnel in the identification, diagnosis, and instructional planning for individual students with specialized needs
2. Provides case management for Special Education students
3. Develops and implements Individual Education Programs (IEPs), schedules IEP meetings, provides required notice to parents/guardians, and ensures all IEP paperwork is complete
4. Plans and implements specialized instructional programs in accordance with the district's philosophy and curricular objectives; adheres to approved policies and procedures of the district
5. Meets and instructs assigned classes in the locations and at the times designated
6. Plans individualized instruction that targets IEP goals and objectives, motivates students and meets the needs, interests, and abilities of the students
7. Modifies curriculum to meet individual student needs and ensures appropriate accommodations are provided
8. Creates an environment that is conducive to learning and appropriate to the maturity and interests of students
9. Prepares for assigned classes and shows written evidence of preparation upon request of immediate supervisor
10. Guides the learning process toward the achievement of IEP goals and establishes clear objectives for lessons and communicates these objectives to students
11. Employs a variety of effective teaching methods, instructional techniques and instructional media, consistent with the needs and capabilities of the individuals and/or student groups involved
12. Assesses the accomplishments of students on a regular basis and provides feedback and progress reports as required. Updates IEP goals and objectives quarterly
13. Encourages students to become responsible in maintaining acceptable standards of classroom behavior
14. Assists administrators in implementing policies and rules concerning student conduct; in the classroom, develops reasonable rules of classroom behavior and procedure, and maintains order in a fair and just manner
15. Takes necessary and reasonable precautions to be responsible for and to protect students, equipment, materials, and facilities
16. Maintains accurate, complete, and punctual records as required by law, District policy, and administrative direction
17. Makes provisions to be available to students and parents as needed for education-related purposes.
18. Attends staff meetings and contributes to ongoing development of District programs through constructive involvement



19. Strives to maintain and improve professional competence; demonstrates awareness of strengths and limitations, acknowledging recommendations, and setting personal and professional goals for improvement
20. Possesses and maintains current information and academic background; demonstrates observable knowledge of theory and content in special education and subject matter appropriate to elementary and/or secondary level
21. Treats personal information about students, parents, or staff members confidentially and ethically by discussing such personal information only with individuals having a demonstrable educational interest in the student
22. Maintains communication and positive relationships with students, colleagues, parents, and community.
23. Supports the Bloomington Public Schools School District 87 and imparts a positive image of the District within the community