



Hays Consolidated Independent School District

Department of Human Resources

Job Title: Teacher - Dyslexia

Wage/Hour Status: Exempt

Reports to: SPED C&I Coordinator/Executive Officer of SPED

Pay Grade: Teacher Placement Schedule

Dept./School: District-Wide

Date Revised: December 2024

Primary Purpose:

Provide special education students with learning activities and experiences designed to help them fulfill their potential for intellectual, emotional, physical, and social growth. Develop or modify curricula and prepare lessons and other instructional materials to student ability levels. Work in self-contained, team, departmental, or itinerant capacity as assigned.

Qualifications:

Education/Certification:

Bachelor's degree from accredited university
Valid Texas teaching certificate for subject and grade level assigned

Special Knowledge/Skills:

Knowledge of special needs of students in assigned area
Knowledge of Admission, Review, and Dismissal (ARD) Committee process and Individual Education Plan (IEP) goal setting process and implementation
General knowledge of curriculum and instruction

Experience

Student teaching or approved internship

Major Responsibilities and Duties:

Instructional Strategies

1. Collaborate with students, parents, and other members of staff to develop IEP through the ARD Committee process for each student assigned.
2. Implement an instructional, therapeutic, or skill development program for assigned students and show written evidence of preparation as required.
3. Plan and use appropriate instructional and learning strategies, activities, materials, and equipment that reflect understanding of the learning styles and needs of students assigned.
4. Work cooperatively with classroom teachers to modify regular curricula as needed and assist special education students in regular classes with assignments.
5. Participate in ARD Committee meetings on a regular basis.

6. Conduct assessment of student learning styles and use results to plan for instructional activities.
7. Present subject matter according to guidelines established by IEP.
8. Employ a variety of instructional techniques and media to meet the needs and capabilities of each student assigned.
9. Plan and supervise assignments for teacher aide(s) and volunteer(s).
10. Use technology in teaching/learning process.

Student Growth and Development

11. Conduct ongoing assessments of student achievement through formal and informal testing.
12. Provide or supervise personal care, medical care, and feeding of students as stated in IEP.
13. Assume responsibility for extracurricular activities as assigned. Sponsor outside activities approved by campus principal.
14. Be a positive role model for students; support mission of school district.

Classroom Management and Organization

15. Create classroom environment conducive to learning and appropriate for the physical, social, and emotional development of students.
16. Manage student behavior and administer discipline. This includes intervening in crisis situations and physically restraining students as necessary according to IEP.
17. Consult with classroom teachers regarding management of student behavior according to IEP.
18. Consult district and outside resource people regarding education, social, medical, and personal needs of students.
19. Take all necessary and reasonable precautions to protect students, equipment, materials, and facilities.
20. Assist in selection of books, equipment, and other instructional materials.

Communication

21. Establish and maintain open lines of communication by conducting conferences with parents, students, principals, and teachers.
22. Maintain a professional relationship with colleagues, students, parents, and community members.
23. Use effective communication skills to present information accurately and clearly.

Other

24. Participate in staff development activities to improve job-related skills.
25. Keep informed of and comply with federal, state, district, and school regulations and policies for special education teachers.
26. Compile, maintain, and file all reports, records, and other documents required.
27. Attend and participate in faculty meetings and serve on staff committees as required.
28. Perform other duties as assigned.

Supervisory Responsibilities:

Supervise assigned teacher aide(s).

Equipment Used:

Computer, telephone, copier, fax machine, printer, interactive white board, document camera, digital camera, and software necessary for administrative and educational tasks.

Working Conditions:**Mental Demands/Physical Demands/Environmental Factors:**

Maintain emotional control under stress. Frequent standing, stooping, bending, kneeling, pushing, and pulling. Move small stacks of textbooks, media equipment, desks, and other classroom or adaptive equipment. May be required to lift and position students with physical disabilities; control behavior through physical restraint; and assist non-ambulatory students. Exposed to biological hazards.

EEOC Statement:

Hays Consolidated I.S.D. will not discriminate against any person in employment or exclude any person from participating in or receiving benefits of any of its activities or programs on any basis prohibited on the bases of race, religion, color, sex (including pregnancy and gender identity), sexual orientation, parental status, national origin, age, disability, family medical history or genetic information, political affiliation, military service, or any other non-merit based factor. These protections extend to all management practices and decisions, including recruitment and hiring practices, appraisal systems, promotions, and training and career development programs.

(Teachers with disabilities are protected by the Americans with Disabilities Act).

This document describes the general purpose and responsibilities assigned to this job and is not an exhaustive list of all responsibilities and duties that may be assigned or skills that may be required. Positions are extended annually based upon availability of funding.

Employee Name (please print)

Date

Employee Signature

Badge #