

LAKEVILLE AREA SCHOOLS

POSITION DESCRIPTION

POSITION TITLE: Teacher

DEPARTMENT / BUILDING: District Sites

TITLE OF IMMEDIATE SUPERVISOR: Principal / Program Director

BARGAINING UNIT: EML

EXEMPT/NON-EXEMPT: EXEMPT

LOCATOR (HR use only):

POSITION SUMMARY: The teacher's primary responsibility is to ensure all students receive high-quality Tier 1 instruction aligned to the Minnesota Academic Standards and grade-level benchmarks through purposeful planning, an inclusive and engaging classroom environment, rigorous daily instruction, and the effective use of assessment data. This role includes maintaining accurate records, communicating with colleagues and families, and actively participating in collaborative inquiry cycles, reflective practice, and ongoing professional growth. The teacher fosters academic and social-emotional development by building positive, respectful relationships; creating a supportive learning environment; and implementing equitable, culturally responsive practices. Additionally, the teacher integrates technology to enhance instruction and empowers students to take ownership of their learning so they develop the skills and knowledge needed for success.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

The essential functions of this position may include, but are not limited to, the following fundamental duties:

Instruction & Learning Design

- Demonstrates strong knowledge of content, pedagogy, and social–emotional development
- Designs coherent learning experiences aligned to Minnesota Academic Standards and grade-level benchmarks to ensure all students have access to high-quality Tier 1 instruction
- Teaches and assesses Minnesota Academic Standards and grade-level benchmarks to ensure all students have access to high-quality content, instruction, and grade-level learning expectations
- Delivers Minnesota academic standards-aligned instruction that incorporates district key guiding documents and uses a variety of instructional resources and strategies
- Promotes student ownership and agency by involving students in goal-setting, self-assessment, and reflection on their learning
- Differentiates instruction to meet the diverse needs of individual learners
- Uses district technology to document instruction, grade-level benchmarks, and assessment data, and integrates instructional technology to enhance learning, support student engagement, and differentiate instruction
- Aligns assessments with grade-level benchmarks and uses a balanced assessment framework to measure and monitor student progress
- Analyzes assessment data to inform instruction and improve student achievement

Classroom Environment & Culture

- Supports students' social-emotional development by fostering a safe, inclusive classroom environment and integrating social-emotional learning practices that build self-awareness, self-management, social awareness, relationship skills, and responsible decision-making
- Creates a culturally, inclusive and respectful classroom that supports students and promotes equitable instruction, strong engagement, positive behavior, and high expectations for access to rigorous learning
- Implements consistent routines, procedures, and behavior supports that foster student responsibility and self-esteem
- Organizes and manages the physical space to maximize learning and safety

Collaboration & Professional Partnerships

- Collaborates effectively with colleagues to meet student needs and improve instructional effectiveness
- Communicates regularly with students, staff and families regarding curriculum, progress monitoring, and expectations
- Contributes to the site improvement plan, shared leadership, and a positive school culture

Professional Practice & Responsibilities

- Follows the Minnesota Teacher Code of Ethics
- Engages in ongoing professional learning, reflection, and goal setting to enhance instructional practice and student outcomes
- Maintains accurate records and adheres to district grading and reporting practices
- Demonstrates professionalism, cultural proficiency, and responsiveness in all interactions with students, families, colleagues, and the community
- Participates in staff meetings, professional development, and the district performance review process
- Follows directions of the principal/program director and performs other duties as assigned
- Engages in continuous reflection using student learning evidence to refine and adjust instructional practice
- Participates in collaborative inquiry cycles to analyze student data, identify learning needs, and develop responsive instructional actions

ADDITIONAL DUTIES AND RESPONSIBILITIES:

1. Serves on building committees/task forces as directed
2. Follows District directives

REQUIRED QUALIFICATIONS (specific training or job experience required before appointment):

1. Minnesota Teaching License specific to the teaching assignment

Employee is required to:	Never	Occasionally 1-33%	Frequently 34-66%	Continuously 66-100%
Stand				X
Walk				X
Sit			X	
Use hands dexterously (use fingers to handle, feel)				X
Reach with hands and arms				X
Climb or balance			X	
Stoop/kneel/crouch or crawl				X
Talk, see and hear				X
Taste or smell			X	
Physical (lift and carry):				
Up to 10 pounds				X
Up to 25 pounds				X
Up to 50 pounds	X			
Up to 75 pounds	X			
More than 100 pounds	X			

DATE: 01/06/2026