

**PLEASE POST**

Until Filled

**NOTICE OF VACANCY**  
**TAYLOR SCHOOL DISTRICT**  
**PERSONNEL MEMORANDUM**

**INTERNAL/EXTERNAL**

**POSITION:** Co-Teacher (Middle School)

**MINIMUM QUALIFICATIONS:**

1. Certification at least one area of Special Education.
2. Possess the necessary personal qualities to work effectively with a broad cross-section of general, Special Education staff and administration and to work with students of varying handicap conditions.

**DESIRED QUALIFICATIONS:**

1. Prior experience teaching.
2. Ability to maintain and motivate the student population.
3. Willingness to learn new techniques.
4. Regular attendance is critical; must have an exemplary attendance record.

**DUTIES AND RESPONSIBILITIES:**

1. Team-teach in semester format Grades 6-8.
2. Provide instructional and educational support services to Special Education students.
3. Participate as a team member in MET and I.E.P.T. meetings.
4. Prepare reports on academic levels of functioning for Special Education students for I.E.P.T. and MET meetings.
5. Assume responsibility for attending I.E.P.T. for all students assigned to caseload and for teaching the Special Education students in general education classes.
6. Select goals and objectives for each student as mandated by Federal, State and County agencies in cooperation with other I.E.P.T. members and use standard benchmarks.
7. Assume responsibilities mandated to the Special Education teacher as a member of the I.E.P.T. process, collaborating member of the building staff.
8. Attend meetings set up by the general and Special Education administration.
9. Assume the same responsibilities as do the general education teachers within the building and as per teacher contract.

**OTHER DUTIES AND RESPONSIBILITIES:**

1. Maintain a cooperative working relationship with school and community (parents and agencies)
2. Maintain the philosophy and procedures of Least Restrictive Environment, IDEA 2001 and Section 504
3. Maintain flexibility necessary for meeting the individual needs of students with varying handicapping conditions
4. Promote a positive learning environment for students
5. Keep current knowledge of legal mandates regarding Special Education rules and regulations

**BASE RATE OF PAY:**

Per TFT Contract [\$47,486.00 - \$97,568.00] years of service will be taken into consideration

**APPLICATION PROCEDURE:**

You must provide your letter of interest, resume and photographic evidence of meeting the minimal qualifications i.e. copies of diplomas, educational transcripts, certifications and licensure via AppliTrack at:

<https://taylorschooldistrictmi.sites.thrillshare.com/page/employment-opportunities>

**All materials received relative to this posting become property of the Taylor School District.**

**DEADLINE FOR RECEIVING APPLICATIONS IS UNTIL FILLED.**

***ONLY THOSE CANDIDATES WHICH PROVIDE THE REQUESTED INFORMATION WILL BE CONSIDERED***

**NOTICE OF NON-DISCRIMINATION**

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