



SPECIAL EDUCATION TEACHER (ALC) JOB DESCRIPTION

Title: Special Education Teacher @ Area Learning Center (ALC)

Qualifications: Minnesota License as a special education teacher or the ability to obtain a sped license. Ability to deliver IEP services resulting from an interdisciplinary team model. Experience with special education students who have behavioral and/or academic is preferred.

Reports To: ZED ALC Principal

Position Summary: The Special Education teacher will deliver special education services based on an appropriate IEP. The teacher is responsible for delivering academic and behavioral programs that will lead towards student achievement. The Special Education Teacher is also responsible for needed assessment, diagnostic and due process services required by the federal and state standards.

Responsibilities:

- Provide appropriate and effective instructional services to students identified and in need of the specialized strategies of the program.
- Plan and implement daily lessons that address the academic and behavioral needs of students.
- Communicate student progress to parents, the multidisciplinary team and other professionals on a consistent basis so that appropriate IEP planning and delivery of services may occur.
- Provide case management and ensure the development of appropriate Individual Educational Plans.
- Ensure compliance with due process procedures and parental rights.
- Collect and utilize student daily performance data so that effective measures of IEP progress and instructional strategies are formulated.
- Provide direction to the specialized paraprofessionals to ensure adherence to all policies and procedures of the student IEP, the program, and the Education District.
- Write quarterly reports regarding student progress that will match student report card grading periods; as well as reports needed to communicate to other partners within the interagency team.
- Maintain skills through continuing education and professional development activities.
- Other responsibilities as directed by the ZED ALC Principal

Specific Duties:

- Assess students' special education needs using existing procedures leading to the development of IEP.
- Plan daily lessons for academic and behavioral needs based on the student's IEP.
- Monitor and report student progress.
- Provide supervision and care for students during their academic day by cooperating with the ALC Principal in the utilization of specialized paraprofessionals
- Other appropriate duties as assigned by ZED ALC Principal