Request to Place an Item on the Agenda

Name: Laura Voth

Address: BOE

Telephone number: 2706045091

Name of school children attend, if applicable: N/A

Group represented: Migrant Ed - Todd/Muhlenberg

Check if request was submitted to: ☐ Superintendent ☐ Board Chairperson

Conferred with following administrators (names): Pope / Dillingham

Description of Issue: Create part time teacher position for the 20-21 school year to serve students in Muhlenberg Co. to be paid with increase in grant funding (in response to student enrollment increases)

Specific Action Requested: Create position to begin July 1, 2020

Check if you are: ☐ Board Member ☐ District Employee ☐ Community Member

All requests for items to be placed on the agenda must be submitted to the Superintendent prior to the Board meeting as specified in Board Policy 01.45. Items submitted shall require prior approval of the Superintendent.

Review/Revised: 3/13/06

TITLE: Teacher

QUALIFICATIONS: Valid Kentucky Certification

REPORTS TO: Principal

PERFORMANCE STANDARDS:

1. Demonstrates proficiency in planning developmentally appropriate, research-based instruction that addresses Kentucky's learning goals and outcomes for students.

2. Creates and maintains a learning climate that supports student learning outcomes.

3. Implements developmentally appropriate, teaching and learning activities that will implement the six learning goals of KERA.

    a. Applying Basic communication and mathematical skills
    b. Applying core concepts from all major subject areas
    c. Becoming a self-sufficient individual
    d. Becoming a responsible member of family, work group or community
    e. Thinking and problem-solving
    f. Connecting and integrating new experiences and knowledge

4. Assists the administration in implementing Board policies and administrative regulations and school rules governing student life and conduct, develops reasonable rules of classroom behavior and procedures.

5. Evaluates specific teaching /learning situations and communicates to students and others (documents progress through anecdotal records, student-teacher conferences and portfolios).

6. Takes necessary and reasonable precautions to protect students, equipment, materials and facilities.

7. Maintains accurate, complete and correct records as required by law, district policy and administrative regulations.

8. Strives to identify pupil needs and cooperates with other professional staff members in assessing and helping pupils solve health, attitude and learning problems.

9. Performs professional responsibilities and duties as outlined in Board policy, such as regular attendance, punctuality, attending staff meetings, serving on committees, and accepts a share of responsibility for extra-curricular activities, in-service education and professional growth as outlined by the school principal.

10. Demonstrates effective collaboration skills among peers, subordinates, supervisors, students and parents.

11. Demonstrates teaching conduct consistent with missions to which school council, local Board and State Board of Elementary and Secondary Education are committed.

12. Plans and supervises purposefully for instructional assistants and volunteers and works cooperatively with department heads or leaders, instructional and guidance facilitators, peers and principal.

13. Evaluates own overall performance to model/teach each learning goal and implements a program of professional development.

14. Promotes self-discipline and self-control.

15. Aids in the administration of group standardized tests in accordance with the district or state regulations.

16. Provide instruction aligned with Program of Studies, Core Content and National Standards.

17. Performs related duties and assumes other responsibilities as may be assigned by the Principal or Superintendent.

I have read and understand the terms set forth in this job description.

Signature of Employee _____

Date Signed _____ (Revised 10/02)