

CHICO UNIFIED SCHOOL DISTRICT
1163 East Seventh Street
Chico, California 95928
(530) 891-3000, Ext. 142

JOB DESCRIPTION
ELEMENTARY AND SECONDARY SPECIAL DAY CLASS (SDC) TEACHER

Brief Description of Position

Provides and coordinates an educational program for learning handicapped students who are educationally or academically delayed in relation to their ability in one or all of the following subjects: oral expression, listening comprehension, written expression, basic reading skills, reading comprehension, mathematics calculation and mathematics reasoning.

Major Duties and Responsibilities

1. Responsible for instructing students identified as having exceptional needs, regardless of grade level, in accordance with the plan outlined by the Individual Education Program (IEP) for each student enrolled in the special education class.
2. Provides or coordinates instruction in all areas of the core curriculum as indicated in each student's Individual Education Plan (IEP); provides frequent, intensive and individually planned small-group and/or individual instruction in areas of need.
3. Evaluates and makes periodic reports on the achievement and personal adjustment of educationally handicapped students, in cooperation with the principal and teaching staff.
4. Provides consultation to staff members regarding the remedial processes and difficulties involved in instructing these students.
5. Integrates the program for students with learning disorders with the total educational program of each assigned school. Works with the school staff toward full integration of the student into the regular school program.
6. Confers frequently with parents and professional staff members on each student's progress.
7. Assists other staff professionals in the diagnoses of learning disorders, development of planned remediation, and evaluation of the results.
8. Provides appropriate physical and psychological environment to establish and reinforce acceptable student behavior, attitudes, social skills and self-image.
9. Serves as a member of the Individual Education Plan (IEP) team for all students enrolled in their class.
10. At the appropriate time during the academic year provides:
 - a) A summary of the student's progress in terms of learning and/or behavior since the last written evaluation;
 - b) The results of specific measures of the student's academic progress;
 - c) A summary of the methods and/or materials utilized in the student's instructional program.

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11. Assumes responsibility for writing annual goals and short-term objectives of Individual Education Plans for the identified students after obtaining input from appropriate IEP team members.
12. Provides for career and vocational assessment and development and focus on academic achievement and the attainment of competencies or differential graduation requirements for those students in grades 7-12.
13. Provides information and assistance to identified students and their parents as needed.
14. Maintains professional competence by participation in special in-services and staff development training sessions offered by the District and Special Education Local Plan Area.
15. Participates in the evaluation of the District special education program.
16. Performs other related special education duties as specified by the Special Education Local Plan Area, site administrator and Director of Educational Services.

Other Duties and Responsibilities

1. Works with school site committee in the assessment, placement and evaluation of students in classes for the educationally handicapped.
2. Keeps abreast of all types of new instructional equipment and materials that might be used in remedial instruction.

Supervision Exercised and Received

Under the immediate direction of the site administrator/designee with staff assistance from the Special Education Program Specialist and Director of Educational Services.

POSITION QUALIFICATIONS

Minimum Qualifications

1. **Credential**-Any valid credential issued by the State of California to perform the services of a Special Education teacher.
2. **Education**-Bachelor's degree, including all courses needed to meet credential requirements.
3. **Experience**-Two years of successful classroom teaching is normally required before assignment to this position. Experience in working with educationally handicapped students and/or in remedial teaching techniques, re-teaching of reading, or reading center programs is desirable.
4. **Personal Qualities**-Appearance, grooming, and personality which establish a desirable example for students. Ability to meet District standards for physical and mental health. Better than average recommendations from student teaching supervisors or other professionals who have observed the personal characteristics, scholastic attainment, and classroom performance of the teacher. Empathy for students with learning problems (academic and emotional) and ability to gain job satisfaction from observing small steps of growth.

August 1990

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