

## Professional Expectations

During this school year, let's keep in mind my expectations to insure that our students get the best possible education we can give them.

You should continue to:

- Demonstrate honesty and courtesy when dealing with all members of the school community and maintain an accurate flow of communication.
- Set high expectations for yourself and your students and actively work to meet those expectations.
- Develop appropriate lesson plans that teach specific objectives, in a sequential manner.
- Provide a challenging, exciting and fun curriculum by the implementation of the K-5 District Expectancies & State Standards.
- Develop small groups in the various curriculum areas that are based upon similarity of need.
- Maximize the utilization of instructional time by insuring that students are continuously "on task".
- Develop a classroom discipline plan that is reasonable and fair. Be consistent in its application.
- Maintain a classroom physical environment that is orderly, clean, and reinforce the goals and expectations you have for your students.
- Utilize effective lesson design – vary your instructional techniques.
- Be punctual in your assigned responsibilities such as meetings, reports, etc.
- Be sure to integrate classroom experience to the real world.
- Expect and accept only quality work in all areas of the curriculum.
- Provide frequent monitoring of students progress with an established monitoring-of-students system (i.e. grade books).
- Provide ongoing opportunities for student self-esteem.
- Strive for communication and parent involvement in the education of our students. Actively seek parent participation in your classroom.
- Provide incentive awards for perfect attendance, citizenship and academic achievement.
- Utilize the Board Policies and SAEA/CSEA/District Agreement as the foundation for professional behavior.

## SAUSD Teacher Job Description

### BASIC FUNCTION:

Under the direction of the Principal, plan, organize, present, and evaluate, a program of meaningful instruction to pupils in areas assigned and carry out other assigned related duties necessary to the successful operation of the school.

### REPRESENTATIVE DUTIES:

Meet and instruct those classes and pupils assigned in the location and at the time designated. E

Develop and maintain a class environment conducive to effective learning. E

Show evidence of daily preparation in classes assigned. E

Assist pupils to set and maintain standards and follow acceptable normative rules of behavior. E

Apply a wide variety of instructional techniques and instructional media applicable to individuals or groups of pupils of varying capabilities identified by valid analysis. E

Implement by instruction and action-efforts the district's school and class identified goals and objectives. E

Take necessary precautions to protect pupils, equipment, materials and school plant. E

Utilize assigned on-campus preparation periods for lesson planning, evaluation of pupils, conferencing or curriculum development. E

Provide for a system of continuous evaluation of pupil progress consistent with established instructional objectives, district policy and state/district standards. E

Maintain accurate and correct records as required. E

Uphold and enforce school rules, Administrative Regulations, Board Policies, Title V and the Education Code. E

Make provision for educational service to pupils and parents outside the instructional day. E

Assist the administration to maintain open lines of communication and curricular progress by participating in meetings called for these purposes. E

Cooperate with other members of the staff in planning the educational objectives for the pupils. E

Plan for and direct the activities of classified personnel assigned to assist in the educational program.

Implement appropriate curriculum instructional goals and objectives that meet the needs of all students. E

Assist in the selection of books, equipment and other instructional materials within the school or department. E

Accept fair share of responsibility for co-curricular activities as assigned.

Perform related duties as assigned.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF :

District and state standards

District and state assessments and other multiple measures

Effective instructional strategies and techniques

Effective curriculum instructional materials

Social, cultural, linguistic diversity of district, city and communities

ABILITY TO:

Organize and plan.

Communicate effectively orally and in writing.

Work effectively with administrative and teaching staff.

Meet schedules and timelines.

Work collaboratively and effectively with parents and community.

Perform the essential functions of the job.

EDUCATION AND EXPERIENCE:

Any combination equivalent to Bachelor of Arts/Science degree from an accredited institution

LICENSES AND OTHER REQUIREMENTS:

Valid California teaching credential

WORKING CONDITIONS:

ENVIROMENT:

Classroom environment.

PHYSICAL ABILITIES:

Hearing and speaking to accurately exchange information and make presentations

Seeing to read a variety of materials and monitor student work

Dexterity of hands and fingers to write and operate instructional equipment

Bending at the waist, kneeling or crouching to assist students

Sitting or standing for extended periods of time

Lifting or moving objects, normally not exceeding thirty (30) pounds

*Reasonable accommodation may be made to enable a person with a disability to perform the essential functions of the job.*