



CERTIFICATED PERSONNEL

TITLE: TEACHER

QUALIFICATIONS: All teachers shall hold a valid Illinois certificate for the grade level to be taught, or for the special area of assignment.

REPORTS TO: Principal

PERFORMANCE RESPONSIBILITIES:

1. Demonstrates competency in subject matter by imparting this knowledge to the student.
2. Follows educational philosophy, Board of Education policies, and administrative procedures.
3. Diagnoses student needs, employs effective lesson planning skills, and utilizes appropriate instructional methods.
4. Establishes and maintains an environment which is safe, orderly, and is conducive to learning.
5. Promotes self-esteem by showing respect for an understanding of students as learners.
6. Establishes effective instructional management procedures and promotes student time on task.
7. Sets realistic expectations geared to success.
8. Evaluates and reports achievement to students, parents, and principal.
9. Monitors student progress and maintains records of student achievement.
10. Cooperates with colleagues in planning and implementing instructional goals and objectives to serve the needs of students.
11. Communicates and exhibits positive interpersonal relationships.
12. Plans for and utilizes support staff when applicable.
13. Participates in building and district level planning and decision-making processes.
14. Pursues professional growth in accordance with State recertification requirements.
15. Fulfills other job-related responsibilities for specific teaching assignments as needed.

EVALUATION: Performance evaluations will occur in accordance with District 91 teacher evaluation processes and procedures.

Updated: 2023