

MONMOUTH REGIONAL HIGH SCHOOL

TITLE **SUBJECT AREA TEACHER**

Reports to: Principal/Designated Administrator & Subject Area Supervisor as designated by the Superintendent

Supervises: Students, and when assigned, student teachers and classroom aides

Nature and Scope of the Job:

To provide an approved education program in accordance with Board approved curriculum and course of study and establish a class environment that fosters learning and personal growth; to help students to develop skills, attitudes and knowledge needed to provide a good foundation for continued education; and to maintain a professional standard of behavior with parents/guardians, students and other staff members.

Qualifications:

1. Valid New Jersey Instructional Certificate and Subject Area endorsement or eligibility.
2. Demonstrated knowledge of subject specialty and effective teaching methods.
3. Ability to maintain an effective learning environment.
4. Displays appropriate interpersonal, communication and technology skills.
5. Required criminal history background check and proof of U.S. citizenship or legal resident alien status.
6. Maintain the physical and mental capability to meet the needs of the job.
7. Adheres to MRBOE policies and procedures.
8. Must be Highly Qualified in areas deemed necessary by the Federal and State Government.

*As defined in N.J.A.C. 6:11-6.2, endorsements and authorizations

Employment Terms:

Work year and salary to be determined by the Board of Education and the negotiated bargaining agreement.

Job Functions and Responsibilities:

1. Works to achieve state curriculum standards and district educational goals and objectives by promoting active learning and skills development in the classroom. Teaches students through an approved course of study using board-adopted curricula, textbooks and other appropriate teaching materials.
2. Remains aware of current developments, new trends, and contemporary interpretations of subject matter content in assigned area(s).
3. Remains aware of current developments and new interpretations in methodology of teaching in the subject area(s) to which assigned.

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4. Develops lesson plans and instructional materials and provides opportunities for individualized and small group instruction in order to adapt the curriculum to the needs of each student, according to time and resources available.
5. Assesses student academic progress and growth toward stated objectives of instruction.
6. Guides the learning process toward the achievement of curriculum goals and objectives within the limits of the resources provided by the district.
7. Employs instructional methods and materials that are most appropriate for meeting curriculum objectives according to the time and resources available.
8. Maintains records of student's educational progress in class record books and/or board approved forms and summarizes these marks for reporting purposes.
9. Identifies student needs and cooperates with other professional staff members in assessing and resolving learning problems.
10. Seeks and utilizes the assistance of district specialists when appropriate (e.g., Child Study Team members, counselors, etc.)
11. Establishes and maintains standards of student behavior (consistent with Board Policy and administrative regulations) needed to achieve a classroom climate conducive to learning.
12. Budgets class time effectively.
13. Communicates with parents through phone contact, personal contact, written contact, conferences and other means to inform them about the school program and to discuss student progress.
14. Devises written and oral assignments and tests that require analytical and critical thinking as well as the reproduction of facts.
15. Supervises students in out-of-classroom activities as assigned.
16. Maintains professional competence and continuous improvement through in-service education activities and other professional growth activities.
17. Assists through professional consultation in curriculum development and in the selection of books, equipment, and other instructional materials.
18. Assists when possible in upholding and enforcing school rules, administrative regulations and board policy.
19. Performs such essential and reasonable non-teaching duties as required and assigned (e.g., hall supervision, lunch duty, study hall supervision, etc.).
20. Meets the New Jersey Professional Standards for Teachers.
21. Fulfills State requirements for Continuing Education.
22. Attends staff meetings (dept. and faculty) and where possible elects to serve on staff committees within the framework of existing policies.
23. Performs other duties which may be within the scope of his/her employment and certification as may be assigned.

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Evaluation:

Performance of this job will be evaluated in accordance with state law, the collective bargaining agreement and the provisions of the board's policy on evaluation of certified staff.

Approved

Date

Legal References:

N.J.S.A. 7F	Comprehensive Education Improvement and Financing Act
N.J.S.A. 18A:6-7.1	Criminal history record; employee in regular contact with students; Grounds for disqualification from employment; exception
N.J.S.A. 18A:6-10	Dismissal and reduction in compensation of persons under tenure in public school system
N.J.S.A. 18A:16-2	Physical examinations; requirement
N.J.S.A. 18A:25-2	Authority over students
N.J.S.A. 18A:25-4	School register;keeping
N.J.S.A. 18A:26-1	Citizenship of teachers,etc.
N.J.S.A. 18A:26-1.1	Residence requirement prohibited
N.J.S.A. 18A:26-2	Certificates required;exception
N.J.S.A. 18A: 27	Employment and contracts
N.J.S.A. 18A:28-3	No tenure for noncitizens
N.J.S.A. 18A:28-5	Tenure of teaching staff members
N.J.S.A. 18A:28-8	Notice of intention to resign required
N.J.A.C. 18A:37	Discipline of students
N.J.A.C. 6:3-3.2	Duty-free lunch period for teachers
N.J.A.C. 6:3-4.1	Supervision of instruction: observation and evaluation of Non-tenured teaching staff members
N.J.A.C. 6:3-4.3	Evaluation of tenured teaching staff members
N.J.A.C. 6:3-5.1	Standards for determining seniority
N.J.A.C. 6:3-6	Student records
N.J.A.C. 6:4-1.5	School and classroom practices
N.J.A.C. 6:8	Thorough and efficient system of free public schools
N.J.A.C. 6A:9-3.3	Professional Standards for Teachers
N.J.A.C. 6:11-3.1	Certificate required
N.J.A.C. 6:11-3.9	Oath of allegiance required
N.J.A.C. 6:11-3.10	Citizenship required
N.J.A.C. 6:11-5.1 et	Requirements for provisional certificate

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Seq.

N.J.A.C. 6:11-6

Endorsements on the instructional certificate

N.J.S.A. 6:11-13.2

Amount, duration and content of required continuing professional Development

N.J.A.C. 6:20-1

Attendance and student accounting

N.J.A.C. 6:20-1

Intervention and referral services for general education students

N.J.A.C. 6:29-7.4

Requirements of physical examinations

Immigration Reform and Control Act of 1986, 8 U.S.C.A. 1100 et seq.

First Reading Board of Education: October 6, 2015