

ENGLISH LANGUAGE LEARNER COORDINATOR - TEACHER

JOB TITLE: ENGLISH LANGUAGE LEARNER COORDINATOR-TEACHER

REPORTS TO: Superintendent

QUALIFICATIONS:

1. Appropriate certification for position, ESL endorsement
2. Bachelor's degree; Master's degree preferred
3. Such alternatives to the above qualifications as the board may find appropriate and acceptable

JOB GOAL:

To use leadership, supervisory and administrative skills so as to promote the educational development of each ELL student.

SPECIFIC RESPONSIBILITIES-COORDINATOR ROLES:

1. Assist key staff members with a system of identification of students needing language intervention K-12
2. Assist key school staff members in administering annual assessments, including Access 2.0 tests, to identify and progress monitor students in need of language intervention K-12
3. Assist in coordinating a K-12 System for developing English Learning Plans, monitoring ELPs, and holding annual ELP meetings
4. Coordinate professional development of instructional standards of practice for the ELL program K-12
5. Coordinate and support the professional development for ALL teachers regarding the implementation of the WIDA English Language Development Standards.
6. Coordinate the process for exiting students K-12 as defined by the Idaho State Department of Education
7. Coordinate the development of data based decision making guidelines for the ELL program K-12
8. Assist in overseeing curricular decisions regarding the ELL program K-12
9. Attend regional and state ELL meetings facilitated by the Idaho State Department of Education
10. Organize, plan, and carry out regularly scheduled parent meetings.
11. Assist with community outreach and involvement for parents and families of EL's.
12. Prepare and submit to the State Department of Education all required Federal and State reporting.

SPECIFIC RESPONSIBILITIES-TEACHER ROLES:

1. Plan and implement small group language interventions with identified students in grades 4-5
2. Progress monitor students receiving language interventions 4-5
3. Collaborate with grade level teachers to ensure transfer of language interventions to success in the general classroom

4. Assist in overall school responsibilities, including but not limited to recess or before or after school duties, grade level meetings, parent teacher conferences, etc.
5. Coordinate with the principal on needs of ELL students and collaboration with teachers

TERMS OF EMPLOYMENT:

Contract salary and length of contract annually negotiated with the Teton School District 401 Board of Trustees.

Equal Opportunity Statement:

Teton School District 401 is an equal opportunity employer and does not discriminate on the basis of age, race exceptionality, color, national origin, religion, political affiliation or sex. Applicants who feel they have not been dealt with equitably may appeal through the District No. 101 Grievance Policy (available at the district office) or through the U.S. Civil Rights Office in Seattle, Washington.