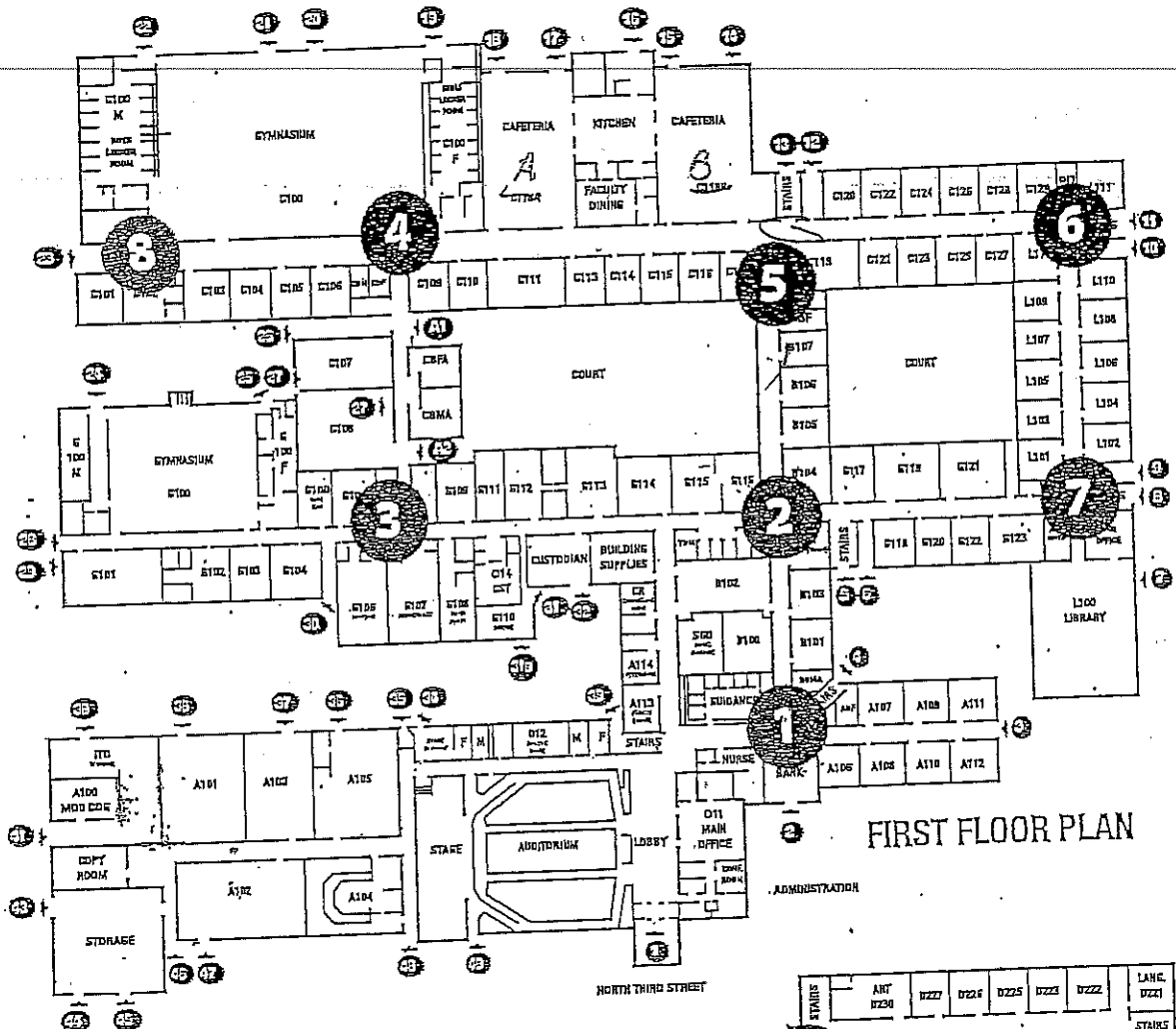


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CHAIRS

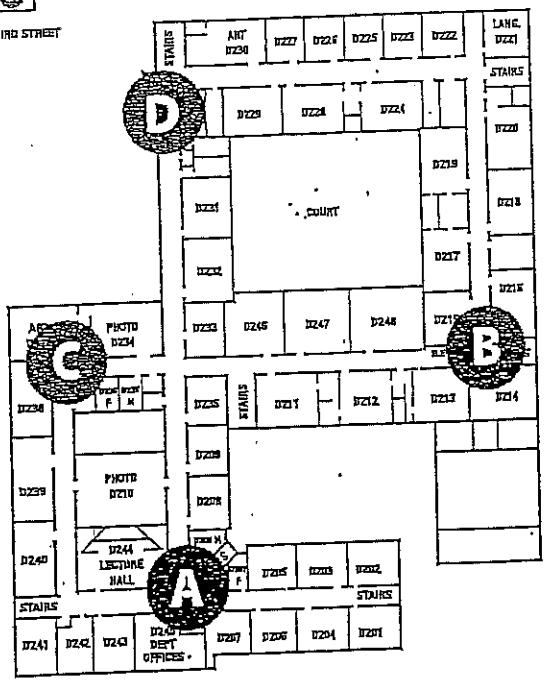
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FIRST FLOOR PLAN

UNION HIGH SCHOOL

STATION NUMBERS



SECOND FLOOR PLAN

Responsibilities

1. Monitor ISS program
2. Teach character education lessons one time per week to students in ISS.
3. Office duty
4. Handle minor discipline infractions that result in central detention or Saturday detention.
5. Investigate incidents that could result in suspensions from administration. Collaborate with administration in regards to investigations.
6. Responsible for monitoring attendance issues.
7. Assist with scheduling coverage for teachers who are absent and no substitutes are available.
8. Responsible for providing coverage and hiring teachers for Central Detention and Saturday Detention.
9. Analyze data that pertain to discipline and attendance issues. Formulate plan with administration to remediate issues.
10. Work with guidance in terms of forming mentoring groups for students with discipline issues.
11. Other duties as assigned by administration

Requirements:

- Certified Teacher
- Masters Degree in Administration and Supervision preferred
- Supervisor certification preferred
- Educator who has documented evidence for demonstrated outstanding classroom management skills
- Educator who has demonstrated high standards for student achievement

Pay:

Teachers salary guide plus 6th period stipend

Office Use:

In School Suspension Office will house 2 ISS teachers and 1 secretary. The office will be used to speak to students and investigate any problems that occur on a daily basis. The office will also be used to conference with parents and other staff members as needed.

