

# **SUGAR-SALEM SCHOOL DISTRICT NO. 322**

## **Announcement of Vacancy**

Sugar-Salem School District has the following vacancy for the  
2019 – 2020 School Year:

### **English Language Learner (ELL) Teacher**

**Job description attached or by request**

- Must have proper Idaho Teaching Certification
- Salary based upon Experience/Education

Please contact Neil Williams, principal Kershaw Intermediate School, at [nwilliams@sugarsalem.com](mailto:nwilliams@sugarsalem.com) with any questions.

Open Until Filled

Certified Applications are available at the District Office:  
105 West Center  
P.O. Box 150  
Sugar City, ID 83448  
(208) 356-8802

Certified Applications also available on the district website: [www.sugarsalem.org](http://www.sugarsalem.org)

If sending in application and other documents by email, they need to be emailed to Angela Yancey at [ayancey@sugarsalem.com](mailto:ayancey@sugarsalem.com)

**Sugar-Salem School District has the following vacancy for the  
2019 – 2020 School Year:**

**English Language Learner {ELL} Teacher**

**Purpose of Position:**

Teacher(s) overall focus is to help ELL students increase their English language skills in reading, writing, speaking, and listening by providing specific instruction to meet their individual needs. This position(s) covers all ELL students in grades K-12. The ELL teacher(s) is/are viewed as a “specialist” for language acquisition instruction as well as serves as a support and resource to the faculty of the district as they help integrate the ELL student in their respected classrooms.

**Job Description:**

- ✓ Identify students who qualify for services based on state, federal, and district guidelines.
- ✓ Organize effective classes for students using either an inclusion classroom model or a pull-out model depending on the student’s needs and language proficiency.
- ✓ Teach language acquisition classes to students who qualify as an English Language Learner by providing high quality instruction in English language development to students in grades K-12 with focus in the areas of reading, writing, speaking, and listening.
- ✓ Collaborate with classroom teachers
- ✓ Implements ELL services in conjunction with the overall school plan(s) and insure that the program is consistent with district, state, and federal guidelines.
- ✓ Supervises the work and schedules of the ELL and Migrant paraprofessionals and provides resources and instructional leadership. Help to ensure that they progress on the Idaho Paraprofessional Standards rubric. Along with the principal, formally evaluate paraprofessionals annually.
- ✓ Maintain teacher lesson plans and paraprofessional tutoring logs
- ✓ Is responsible for compiling and maintaining a department specific file for each eligible student who receives services. This department file includes a minimum of:
  - Basic Demographics sheet
  - Copy of home language survey from CUM file [usually filled out at time of registration]
  - Service Criteria Report
  - Educational Learning Plan [annually]
  - Copy of progress reports and end of trimester report cards
  - IELA Individual Student Report [annually]
  - Assessment and Services Report [annually]
  - Service Exit Report [as needed]
  - Migrant Reports [for those who qualify for this service]
    - Service/Eligibility Report
    - Copy of Certificate of Eligibility Report {COE}
- ✓ Serves as a member of the various intervention teams and other committees as requested and where appropriate. The request to serve on intervention team may come from student’s general education teacher, principal, director, or self.
- ✓ Assist students in preparation for transitions in education setting; i.e. moving from one building to another or graduation preparation—including help with collage applications, ACT/SAT preparation, scholarship assistance [such as Hispanic Youth Symposium] etc.
- ✓ Evaluate effective curriculum and software programs; make recommendations to department director.
- ✓ Direct supervisor is the LEP/ Migrant Department Director as well as each principal of the school(s) in which the teacher is assigned to work.
- ✓ Attend trainings as needed; request from teacher, principal, and/or director
- ✓ Additional duties as needed

Qualifications:

- ✓ Idaho Teaching Credentials with one or both endorsements:
  - Bilingual education {k-12}
  - English as a Second Language {k-12}
    - Or professional development plan to earn/receive endorsements
- ✓ Coursework with emphasis in any of the following areas is helpful, but not required:
  - Reading
  - Curriculum and instruction
  - Assessment
  - Early Childhood
  - Special Education
  - Professional Development
  - Educational Leadership

Experience in the following areas is also helpful, but not required: :

- ✓ Working with migrant population
- ✓ Working with second language learners
- ✓ Interpersonal skills to work with district staff and parents
- ✓ Bilingual in English/Spanish

Skills:

- ✓ Interpersonal skills to work with district staff and parents
- ✓ Ability to follow through with directives
- ✓ Bilingual in English/Spanish helpful
- ✓ Ability and desire to be an advocate for English learners

Financial Compensation:

- ✓ Based on district salary schedule.
- ✓ Fringe benefits based on certificated staff professional agreement

Potential for additional job opportunities/duties could include, but not limited to:

- ✓ Teach adult ESL classes
- ✓ Teach staff development classes
- ✓ Provide coaching to staff specific to meeting the needs of LEP students