

TITLE: Teacher of the Homebound

QUALIFICATIONS: Current approval by the State Department of Elementary and Secondary Education (Special Education Division) for student at grade level assigned

RESPONSIBLE TO: Director of Special Services

PERFORMANCE RESPONSIBILITIES:

1. Should consult the principal of the school in which the student is enrolled in order to obtain information about the student.
2. Develops a close working relationship with the student and the student's classroom teachers.
3. Should prepare lesson materials as if in a regular classroom.
4. Arranges a time schedule in which to work with the homebound student.
5. Should communicate meaningful information concerning the student to the school principal.
6. Maintains personal information concerning the student in a confidential manner.
7. Is responsible to ensure that the homebound student's grades are given to proper authority (school).

TERMS OF EMPLOYMENT: Paid on an hourly basis for time, as established with the director of special services.

EVALUATION: Based on work with each student.

SIGNED \_\_\_\_\_ DATE: \_\_\_\_\_  
(Teacher)

SIGNED: \_\_\_\_\_ DATE: \_\_\_\_\_  
(Director of Special Services)