

**CLASS SPECIFICATIONS FOR THE  
TEACHER, ORTHOPEDICALLY HANDICAPPED (PHYSICALLY HANDICAPPED)**

**DEFINITION**

Under direction, to plan, implement, and evaluate instructional activities for orthopedically handicapped pupils.

**QUALIFICATIONS**

The minimum requirement is a valid California teaching credential authorizing service as a teacher of the orthopedically handicapped. Additionally, demonstrated success, either in prior teaching, student teaching, and/or related experiences, in meeting the intellectual, emotional, and physical needs of pupils, is required.

**TYPICAL DUTIES AND RESPONSIBILITIES**

- \_\_\_ 1. Teaches in accordance with the abilities and achievements of the pupils assigned to his/her classes, and in conformance with the district's philosophy, goals and objectives as expressed in the board's adopted courses of study or as otherwise directed.
- \_\_\_ 2. Develops performance objectives and lesson plans which are consistent with established district goals and objectives.
- \_\_\_ 3. Maintains a behavioral climate in his/her classroom conducive to learning, and works cooperatively with administrators in attempting to resolve problems of pupil behavior.
- \_\_\_ 4. Develops therapeutic teaching programs in cooperation with occupational therapists, physical therapists, psychologists, nurses, teacher aides, speech and hearing specialists, and other staff members.
- \_\_\_ 5. Visits homes of pupils to counsel with parents and pupils.
- \_\_\_ 6. Attends meetings of the Educational Assessment Service Team concerning his/her pupils.
- \_\_\_ 7. Works cooperatively with teachers of regular classes.
- \_\_\_ 8. Develops and maintains prescriptive teaching programs with teachers and other staff personnel.
- \_\_\_ 9. Communicates with pupils and parents regarding the educational and social progress of pupils. Prepares formal progress reports and provides other information appropriate for inclusion in the cumulative records of the pupils assigned to his/her classes.
- \_\_\_ 10. Plans and coordinates the work of paraprofessionals, parents, and volunteers as assigned.
- \_\_\_ 11. Assists in interpreting the programs and goals of the school district to the community.
- \_\_\_ 12. Maintains plans, seating charts, and instructional materials in such a way that they can be utilized by substitute teaching personnel when the need arises.
- \_\_\_ 13. Assists in maintaining acceptable pupil behavior in school areas outside his/her classroom, such as the halls, grounds, auditorium, cafeteria, etc.

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### **TYPICAL DUTIES AND RESPONSIBILITIES** (Continued)

- \_\_\_\_ 14. Executes and prepares such forms, records, and reports as may be called for in the management of the schools.
- \_\_\_\_ 15. Works cooperatively with principals and other district administrators and supervisors in planning and implementing the educational programs of the schools.
- \_\_\_\_ 16. Exercises supervision and care over all furniture, books, supplies, and equipment entrusted to his care and instructs pupils in the proper use and preservation of school properties.
- \_\_\_\_ 17. Attends meetings called by order of the principal, superintendent, department chairperson, or other administrator authorized to call meetings.
- \_\_\_\_ 18. Supervises extracurricular activities as directed.
- \_\_\_\_ 19. Serves, as requested, on school and districtwide committees and project teams.
- \_\_\_\_ 20. Attends and participates in required in-service training activities and works with his principal in planning his own in-service program.

### **WORK SCHEDULE AND SALARY**

The Teacher, Orthopedically Handicapped, serves only on the days schools are in session plus required non-teaching service days, and is placed on the teachers' salary schedule according to training and experience; except that regardless of the number of units earned, no teacher assigned to special education classes shall be placed lower than Class III. However, the requirements for Class III must be met within three years or the teacher will be placed in the class for which he/she is eligible.