

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

**DEFINITION**

Under direction, to plan, implement, and evaluate instructional activities for blind and partially seeing pupils.

**QUALIFICATIONS**

The minimum requirement is a valid California teaching credential authorizing service in the assigned segment and subject area(s). Additionally, demonstrated success, either in prior teaching, student teaching, and/or related experiences, in meeting the intellectual, emotional, and physical needs of visually handicapped pupils, is required. Teachers who are assigned to more than one school are required to maintain their own cars for daily use. Reimbursement for travel is paid monthly according to district policies.

**TYPICAL DUTIES AND RESPONSIBILITIES**

- \_\_\_ 1. Teaches in accordance with the abilities and achievements of the pupils assigned to his or 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 student behavior.
- \_\_\_ 4. 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.
- \_\_\_ 5. Visits homes of pupils to counsel with parents and pupils.
- \_\_\_ 6. Attends meetings of the Educational Assessment Services Team concerning his/her pupils.
- \_\_\_ 7. Works cooperatively with regular classroom teachers.
- \_\_\_ 8. Develops and maintains prescriptive teaching programs with teachers and other staff personnel.
- \_\_\_ 9. Plans and coordinates the work of paraprofessionals, parents, and volunteers as assigned.
- \_\_\_ 10. Assists in interpreting the program and goals of the school district to the community.
- \_\_\_ 11. Maintains plan, seating charts, and instructional materials in such a way that they can be utilized by substitute teaching personnel when the need arises.
- \_\_\_ 12. Assists in maintaining acceptable pupil behavior in school areas outside his/her classroom, such as the halls, grounds, auditorium, cafeteria, etc.
- \_\_\_ 13. Prepares such forms, records, and reports as may be called for in the management of the class.
- \_\_\_ 14. Works cooperatively with principals and other district administrators and supervisors in planning and implementing the educational program of the school.

## **TEACHER, VISUALLY HANDICAPPED (PHYSICALLY HANDICAPPED)**

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

- \_\_\_\_\_ 15. Exercises supervision and care over all furniture, books, supplies, and equipment of the classroom and instructs pupils in the proper use and preservation of school properties.
- \_\_\_\_\_ 16. Attends meetings called by order of the principal, superintendent, department chairperson, or other administrator authorized to call meetings.
- \_\_\_\_\_ 17. Supervises extracurricular activities as directed.
- \_\_\_\_\_ 18. Serves, as requested, on school and districtwide committees and project teams.
- \_\_\_\_\_ 19. Attends and participates in required in-service training activities and works with the principal in planning his/her own in-service program.

### **WORK SCHEDULE AND SALARY**

Teachers of the visually handicapped serve only on the days schools are in session plus required non-teaching service days, and are placed on the teachers' salary schedule according to their training and experience; except that regardless of the number of units earned, teachers assigned to special education classes shall not be placed lower than Class III. However, 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.