



BULLIS charter school

Role of the BCS Educator

Bullis Charter School offers a collaborative, experiential learning environment that emphasizes individual student growth. As a model of educational innovation, BCS inspires children, faculty and staff to reach beyond themselves to achieve full potential. Using a global perspective to teach about the interconnectedness of communities and their environments, the BCS program nurtures mutual respect, civic responsibility and a lifelong love of learning.

Professional Responsibilities

Classroom

Creating and Maintaining Effective Environments for Student Learning

- Maintains meaningful positive rapport with students and parents
- Manages a physical space that includes effective classroom management
- Encourages student behavior that promotes character development

Planning Instruction and Designing Learning Experiences for All Students

- Develops rigorous lesson plans that are driven by student assessment
- Designs assessments that allow students to respond in a variety of ways to curriculum that's taught
- Implements PBL/interdisciplinary units
- Ensures that students display knowledge of grade-level content standards
- Uses technology to promote learning, creativity, and collaboration

Engaging and Supporting All Students in Learning

- Consistently implements agreed-upon programs
- Implements IEPs and 504 plans
- Develops, implements, and assesses student learning with regards to their Focused Learning Goals
- Designs and implements activities that encourage higher-level thinking
- Differentiates lessons to meet students' needs

Logistics and Facilities Management

- Communicates supply needs EARLY
- Articulates maintenance/facility needs
- Takes care of all areas and shared resources/materials (close classrooms appropriately: put chairs up, turn lights off, etc.)
- Follows school procedures for attendance, field trips, employee absences, etc.
- Keeps everyone in the loop (parents, office, staff, etc.) for big events
- Adheres to emergency action plans
- Manages inventory of equipment and supplies (upkeep)
- Maintains safety on campus: keep students safe (yard duty, traffic monitor, clear pathways & ramps, etc.)

Communication

- Adheres to all BCS Ground Rules in regards to communication
- Maintains regular communication with staff members & parents
 - Responds to communication within one work day
 - Collaborates with faculty on lesson plans and objectives
 - Keeps individual contact with parents
 - Generates newsletters and update website regularly
 - Communicates with students in an effective and appropriate manner
 - Builds positive relationships with parents
 - Handles confidential information in a responsible and professional manner

Mentoring

Staff

- Supports and advises new BCS staff members
- Collaborates at grade level, with specialist team, and school wide
- Participates in peer observations occur with colleagues

Students

- Mentors middle school students (optional)

Co-Curriculars/Intersessions

Offers programs that extend beyond the general curriculum

- Develops courses which align with standards in the area of focus (optional for Extras)
- Collaborates as a staff to offer a balanced variety of courses across subject courses and grade levels
- Provides meaningful learning
- Shares an area of teacher passion and/or supports others who do so (intersession: supports teacher who has passion)
- Exposes students to a wide variety of skills and knowledge in topics ranging from initial exposure to a deeper understanding

Designs elective instruction to include important aspects of professional practice

- Communicates initially and as needed with parents and homeroom teachers
- Plans long term and daily
- Integrates content across two or more subjects whenever possible
- Manages classroom
- Understands multi-age group and adapts approach
- Shares learning in a variety of ways (as an option at culminating assembly, recess, concerts)

Continuous Inquiry and Improvement

- Uses formative assessment to analyze progress toward student goals
- Seeks feedback about one's teaching practice and use as formative assessment when designing instruction
- Takes risks and seize leadership opportunities
- Seeks information about recent research and current best practices
- Collects and analyzes data to evaluate and improve teaching practice
- Pursues professional development that supports improved classroom practice and/or contributions to the field
- Incorporates newly acquired knowledge and skills into work
- Collaborates with colleagues to increase student learning
- Sets challenging goals that support improved student learning and reflect on progress towards these goals
- Strives to improve the school as a whole
- Uses pre-assessments to plan differentiated instruction
- Self-assesses one's teaching practice

School Leadership

- Researches and attends trainings that further one's professional career and student success
- Shares professional expertise and passions with the staff
- Collaborates with and serves as an open resource for others
- Participates in and supports efforts school communities and other collaborative initiatives
- Seeks out leadership opportunities and ways to get involved
- Initiates new programs that support the vision

Professional Participation

Required Attendance:

- Back to School Night (Sept) (Recommended for ATs)
- Open House (Varies whether you are a homeroom teacher or specialist; recommended for ATs)
- Winter and Spring Music Concerts (according to assigned job)
- Grade Level Parent Meetings
- Grade Level Picnics (August)
- First Board Meeting of the school year (August)

Recommended Attendance:

- Bullis Auction and donating one item
- School performances that include your students
- Walk-a-Thon (October)
- Junior Olympics (June - every other year)
- Committee work

Recommended Attendance for Grades 4-8 homeroom teachers:

- Overnight class trips and information nights about these trips (Gold Country, Outdoor Education, Washington, DC, Costa Rica, etc.)

Optional Attendance:

- Open Enrollment Parent Info Night
- Ice skating party
- Fall Family Dinner
- Board meetings (except the first one)
- Athletic events