



Carbondale Elementary School District No. 95

ADMINISTRATIVE OFFICE
1150 E. Grand Avenue, Suite 2
Carbondale, IL 62901
618.457.3591 FAX ~ 618.457.2043



Janice Pavelonis
Superintendent

POSITION NOTICE ELEMENTARY SPECIAL EDUCATION TEACHER

QUALIFICATIONS: Applicant must have at least a B.S. Degree with a valid Illinois Special Education Professional Educators License (LBS 1 Endorsement). Must meet the qualifications and requirements as specified in Title 23, The Illinois Administrative Code.

SPECIAL SKILLS: Knowledge of the characteristics of student learning processes, curriculum and instruction, and classroom management skills. Must be willing to fulfill the Duties and Responsibilities as detailed below.

ASSIGNMENT: Parrish School

SALARY RANGE: Per Salary Schedule Placement on the CEA CBA located in the [CEA Collective Bargaining Agreement](#)

CONTACT:

Dr. Kari Kilquist, Principal

Parrish School

121 N. Parrish Lane

Carbondale, IL 62901

(618) 457-5781

Attn.: Special Education Teacher

POSTED: March 3, 2025

Applications Accepted Until Position is filled.

Only Online Applications will be accepted and are available on our website:

www.ces95.org/employment

Carbondale Elementary School District is an Equal Opportunity Employer

Board of Education

Catherine Field, President
Tarnisha Green

Imani McHenry

Vacant, Vice President
Vacant.

Corey Cawthon, Secretary
Aimee Wigfall

Duties and Responsibilities

1. Participates in multi-disciplinary staff conferences.
2. Assists in development, planning and implementation of the Individual Educational Programs or 504 plans.
3. Provides differentiated services and instruction designed to appropriately respond to the needs of students with or without disabilities.
4. Participates in annual review of each student to determine progress and appropriate services.
5. Participates in selecting and requisitioning appropriate materials to accomplish program goals.
6. Prepares a caseload form and a time schedule for all classes and activities conducted under the teacher's supervision.
7. Prepares and leaves in the classroom lessons plans for several days work for normal instruction and for a substitute in the event the teacher is absent.
8. Co-operates with other teachers in directing the learning experiences of students through implementation of planned instruction.
9. Determines student progress through implementation of appropriate evaluation methods and instruments.
10. Maintains accurate records of student academic progress and student attendance.
11. Provides supervision and enforces classroom and building management plans as incorporated in the District Discipline Code.
12. Ensures the care and proper usage of school property and prepares an annual inventory as required to complete the general and instruction requisition.
13. Participates in the continuing in-service program of the district.
14. Conducts parent conferences regarding student progress.
15. Assumes reasonable duties as directed by the Principal and/or District Administration.

Board of Education

Tarnisha Green	Catherine Field, President Imani McHenry	Vacant, Vice President Vacant.	Corey Cawthon, Secretary Aimee Wigfall
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