



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 ACADEMIC TALENTED PROGRAM TEACHER

QUALIFICATIONS: Applicant must have a B.S. Degree in Elementary with a valid Illinois Teaching Certificate and meet the qualifications and requirements as specified in Title 23, The Illinois Administrative Code.

SPECIAL SKILLS: Knowledge of the characteristics of students' learning process for students identified as academically talented, curriculum, instruction, classroom management skills, and is familiar with the Illinois Learning Standards. Must be willing to fulfill the duties and responsibilities as detailed below.

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

ASSIGNMENT: Lewis School

CONTACT:

Dr. Marilynn Ross, Principal

Lewis School
801 S. Lewis Lane
Carbondale, IL 62901
(618) 457 – 2632
Attn: Academic Talent Program Teacher

POSTED: March 28, 2025

Applications accepted until **position is filled.**

Only Online Application 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

Renada Greer	Catherine Field, President Imani McHenry	Vacant, Vice President Vacant	Corey Cawthon, Secretary Aimee Wigfall
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DUTIES AND RESPONSIBILITIES:

1. Is knowledgeable of the New Illinois Learning Standards.
2. Is knowledgeable of assessment practices and data analysis for instructional purposes for students identified as academically talented.
3. Uses all district resources available and adopted to support instructional programs.
4. Communicates and cooperates with other staff members, support personnel and administration.
5. Participates collaboratively in professional growth activities and seeks to improve teaching skills including ongoing applied professional growth groups.
6. Prepares a time schedule for all classes and activities conducted under the teacher’s supervision.
7. Prepares and leaves in the classroom lesson plans for several days work for normal instruction and for a substitute in the event the teacher is absent.
8. Directs the learning experiences of students through appropriate instructional planning, preparation and teaching utilizing instructional strategies adopted, implemented, and/or supported by the district and the Academic Talent Program guidelines.
9. Determines student progress through implementation of appropriate and approved evaluation methods and instruments.
10. Maintains accurate records of student academic progress and student attendance in accordance with the district grading policy.
11. Provides supervision and enforces classroom and building management plans as incorporated in the District Parent/Student Handbook.
12. Ensures the care and proper usage of school property and prepares an annual inventory as required to complete the general and instructional requisition.
13. Participates collaboratively in the continuing in-service programs of the district.
14. Communicates professionally and effectively, both orally and in writing with parents and colleagues.
16. Assumes reasonable duties as directed by building and district administration.
17. Conducts appropriate screening to identify potentially eligible students in the attendance center(s) served.
18. Participates in the planning and evaluation of the Academic Talent program

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