

## Personnel Roles and Responsibilities

#### **EDGE PRINCIPAL** – \$3,000 signing bonus

- Ensure that the all campus actions are in alignment with the District's mission, vision, core beliefs and commitments, tightly held expectations and competencies
- Serve as the instructional leader of the campus and ensure the implementation of the written curriculum
- Serve on the FBISD EDGE Implementation Team
- Lead professional learning to support the implementation of instructional initiatives and meet the diverse needs of the adults on the campus
- · Lead the Campus Leadership Team
- Provide coaching and ongoing feedback to faculty and staff
- Evaluate the Mentor, Master, and Teachers in the EDGE program

#### EDGE COUNSELOR - \$9,000 stipend

Candidates must meet minimum requirements:

- Master's Degree
- · Valid K-12 School Counselor certification required
- · Licensed Professional Counselor

- Hold a valid Licensed Professional Counselor credential with the State of Texas.
- Develop, implement, and evaluate a Comprehensive Developmental Guidance Program per TCA/ACA, TEC, and district guidelines.
- Provide interventions and responsive services in individual and group settings for all grade levels per individual students' and campus' needs (preferred expertise in providing interventions and support for ADHD and ODD).
- Provide classroom guidance lessons for all grade levels as determined by your campus' needs, the TEC, the TCA/ACA Program Guides, and Administrative requests.

- Provide direction, consultation, and training services for teachers, both on an individual and group basis, regarding classroom/student management, and advise them regarding the social/emotional development of children; interface and collaborate with itinerant support staff and Administrative staff; serve as a liaison between teachers and parents to help meet the needs of students.
- Provide consultation services regarding students' needs at various campus team meetings (e.g., instructional support teams, Section 504, ARDs, Gifted/Talented, and LPAC meetings, etc., as needed).
- Be an integral part of the campus instructional team and play a leadership role to help create a positive campus environment where social/emotional skills are emphasized and valued.
- Demonstrate effective interpersonal relationships with students, staff and parents.
- Work collaboratively with the campus leadership team to establish counseling program goals and support campus goals.
- Develop and implement college and career readiness activities for students at all ES grade levels throughout the year.
- Participate in campus and district crisis intervention response teams.
- Orient parents towards resources available to them and their children, both within the school district and in the community as needed.



## Personnel Roles and Responsibilities

#### **EDGE MASTER TEACHER** – \$15,000 stipend

Candidates must meet minimum requirements:

- Bachelor's Degree (Master's degree preferred)
- ESL certification required (within the first year)
- >5 years of experience (at least 3 years as a teacher)

#### Responsibilities

- Work 10 additional days above the regular teacher calendar
- Provide instruction to students aligned to the written curriculum
- Collaborate with campus administrative team to achieve Campus Improvement Plan goals
- Attend EDGE and other district meetings throughout the year
- Develop a schedule for the grade level team to attend, share, and implement district professional learning aligned to district/campus goals
- Lead the grade level PLC
- · Analyze student data to drive instructional planning
- Facilitate the development of assessments and classroom lessons aligned to the TEKS and the written curriculum
- Utilize the peer coaching model to co-teach, demonstrate model lessons, and provide feedback to teachers on the grade level team
- Collaborate with other campus Master Teachers to develop and implement parent communication protocols for the grade level team
- Develop and deliver professional learning and team building with the campus and team
- Complete T-TESS appraiser training (will not be appraising teachers)
- Support the teachers in the development and attainment of T-TESS Goals
- Organize the development of flexible groups to support student intervention

#### **EDGE SPED MASTER TEACHER** – \$15,000 stipend

Candidates must meet minimum requirements:

- Bachelor's Degree (Master's degree preferred)
- ESL certification required (within the first year)
- >5 years of experience (at least 3 years as a special education teacher)

- Work 10 additional days above the regular teacher calendar
- Provide modified and/or alternate instructional support to students aligned to the written curriculum
- Collaborate with campus administrative team to achieve Campus Improvement Plan goals
- Attend EDGE and other district meetings throughout the year
- Collaborate with EDGE Master Teacher to develop a schedule for the grade level team to attend, share, and implement district professional learning aligned to district/campus goals
- Lead the special education department PLC
- Analyze student data to drive instructional planning
- Facilitate the development of modified and/or alternate assessments and classroom lessons aligned to the TEKS and the written curriculum
- Utilize the peer coaching model to co-teach, demonstrate model lessons, and provide feedback to Co-Teachers and Specialized Support Teachers
- Collaborate with other campus Master Teachers to develop and implement parent communication protocols for the special education department



## Personnel Roles and Responsibilities

#### **EDGE BILINGUAL MASTER TEACHER -**

\$15,000 stipend

Candidates must meet minimum requirements:

- Bachelor's Degree (Master's degree preferred)
- ESL certification required (within the first year)
- >5 years of experience (at least 3 years as a bilingual teacher)

#### Responsibilities

- Work 10 additional days above the regular teacher calendar
- Provide bilingual instructional support to students aligned to the written curriculum
- Collaborate with campus administrative team to achieve Campus Improvement Plan goals
- Attend EDGE and other district meetings throughout the year
- Collaborate with EDGE Master Teacher to develop a schedule for the grade level team to attend, share, and implement district professional learning aligned to district/campus goals
- Lead the Bilingual department PLC
- Analyze student data to drive instructional planning
- Facilitate the development of modified and/or alternate assessments and classroom lessons aligned to the TEKS and the written curriculum
- Utilize the peer coaching model to co-teach, demonstrate model lessons, and provide feedback to Co-Teachers and Specialized Support Teachers
- Collaborate with other campus Master Teachers to develop and implement parent communication protocols for the bilingual department

#### **EDGE MENTOR TEACHER** – \$9,000 stipend

Candidates must meet minimum requirements:

- Bachelor's Degree (Master's degree preferred)
- ESL certification required (within the first year)
- > 3 years of teaching experience

#### Responsibilities

- Work 5 additional days above the regular teacher calendar
- Provide instruction to students aligned to the written curriculum
- · Collaborate with the master teacher to lead PLC activities
- Collaborate with other grade levels to ensure vertical alignment
- Analyze student data to drive instructional planning; facilitate flexible grouping to meet student needs

- Serve as content expert to support development and delivery of co-teach/model lessons
- Provide peer coaching and collaboration towards meeting teachers' individual goals
- Assist in developing and delivering professional learning and team building with the campus and team
- Serve as mentor to team members, including Project Invest (if applicable)
- Engage in professional learning aligned to content and campus goals
- Serve as campus liaison for instructional resource implementation
- Support consistent parent communication using identified protocols

#### **EDGE SPED MENTOR TEACHER** – \$9,000 stipend

Candidates must meet minimum requirements:

- Bachelor's Degree (Master's degree preferred)
- ESL certification required (within the first year)
- > 3 years of teaching experience

- · Work 5 additional days above the regular teacher calendar
- Provide modified and/or alternate instructional support to students aligned to the written curriculum
- Collaborate with the master teacher to lead PLC activities
- Collaborate with other grade levels to ensure vertical alignment
- Analyze student data to drive instructional planning; facilitate flexible grouping to meet student needs
- Serve as content expert to support development and delivery of co-teach/model lessons
- Provide peer coaching and collaboration towards meeting teachers' individual goals
- Assist in developing and delivering professional learning and team building with the campus and team
- Serve as mentor to team members, including Project Invest (if applicable)
- Engage in professional learning aligned to content and campus goals
- Serve as campus liaison for instructional resource implementation
- Support consistent parent communication using identified protocols



#### **EDGE BILINGUAL MENTOR TEACHER** – \$10,000

stipend (\$9,000 EDGE stipend + \$1000 Bilingual Stipend)
Candidates must meet minimum requirements:

- · Bachelor's Degree (Master's degree preferred)
- ESL certification required (within the first year)
- > 3 years of teaching experience

#### Responsibilities

- Work 5 additional days above the regular teacher calendar
- Provide instruction to students aligned to the written curriculum
- Collaborate with the master teacher to lead PLC activities
- Collaborate with other grade levels to ensure vertical alignment
- Analyze student data to drive instructional planning;
   facilitate flexible grouping to meet bilingual student needs
- Serve as content expert to support development and delivery of co-teach/model lessons
- Provide peer coaching and collaboration towards meeting teachers' individual goals
- Assist in developing and delivering professional learning and team building with the campus and team
- Serve as mentor to team members, including Project Invest (if applicable)
- Engage in professional learning aligned to content and campus goals
- Serve as campus liaison for instructional resource implementation
- Support consistent parent communication using identified protocols

**EDGE TEACHER** – \$1,500 retention bonus and \$500 staff development stipend

Candidates must meet minimum requirements:

- Bachelor's Degree
- · ESL certification required (within the first year)

#### Responsibilities

- Work 3 additional days above the regular teacher calendar
- Provide instruction to students aligned with the written curriculum
- Actively participate in the grade level PLC (including instructional planning, assessment development, and data analysis)
- Organize student engagement activities
- Support consistent parent communication using identified protocols
- Analyze student data to ensure that students' needs are met
- Engage in professional learning and team building with the campus and team

**EDGE SPED TEACHER** – \$1,500 retention bonus and \$500 staff development stipend

Candidates must meet minimum requirements:

- Bachelor's Degree
- · ESL certification required (within the first year)

- · Work 3 additional days above the regular teacher calendar
- Provide modified and/or alternate instructional support to students aligned to the written curriculum
- Actively participate in the grade level PLC (including instructional planning, assessment development, and data analysis)
- · Organize bilingual student engagement activities
- Support consistent parent communication using identified protocols
- Analyze student data to ensure that Special Education students' needs are met
- Engage in professional learning and team building with the campus and team



# **EDGE BILINGUAL TEACHER** – \$1,500 retention bonus and \$500 staff development stipend + \$4,000 Bilingual stipend

Candidates must meet minimum requirements:

- Bachelor's Degree
- ESL certification required (within the first year)

#### Responsibilities

- Work 3 additional days above the regular teacher calendar
- Provide instruction to students aligned with the written curriculum
- Actively participate in the grade level PLC (including instructional planning, assessment development, and data analysis)
- Organize bilingual student engagement activities
- Support consistent parent communication using identified protocols
- Analyze student data to ensure that bilingual students' needs are met
- Engage in professional learning and team building with the campus and team

## **EDGE INTERVENTIONIST** – \$1,500 retention bonus and \$500 staff development stipend

Candidates must meet minimum requirements:

- Bachelor's Degree
- ESL certification required (within the first year)

#### Responsibilities

- 187 Contract
- Utilize quintile reports to determine intervention for identified students
- Monitor identified data reports to determine student progress in ELA, Math, Science, or Social Studies
- Collaborate with grade level teachers to organize push in or pull out models for intervention
- Participate in campus grade level PLC's determined by student data needs
- Implement research based intervention resources to promote student success
- Organize intervention opportunities for students who show mastery of content
- · Develop small group lessons for topics identified by data
- Develop a plan to recognize student progress and celebrate successes
- Collaborate with the campus administrative staff to communicate intervention and extension opportunities
- Attend professional learning to grow professionally and ensure implementation of resources with fidelity
- Provide training and support to campus teachers on the implementation of the campus intervention plan

#### **EDGE LITERACY MEDIA SPECIALIST - \$1,500**

retention bonus and \$500 staff development stipend Candidates must meet minimum requirements:

- · Master's Degree
- · Library certification

- Be an integral part of the campus instructional team and help create a positive campus environment where literacy is emphasized and valued
- Plan and implement the campus Library program, which includes processing and organization of all library materials
- Demonstrate effective interpersonal relationships with students, staff and parents
- Provide job-embedded professional development to teachers
- Work collaboratively with the campus leadership team to establish library goals and support campus goals
- Play a leadership role on the campus with promoting student literacy
- Collaborate with teachers to plan and implement instruction that supports the curriculum
- Act as a consultant to coordinate student learning experiences with school, district and outside resources.
   This includes 1) participating in department, gradelevel, school and district curriculum development and assessment projects; 2) offering assistance to teachers in the selection and purchasing of instructional materials; and 3) planning cooperatively with teachers to incorporate information skills into the classroom curriculum and to assist teachers with using resource based activities
- As needed, work with small groups of students who have reading difficulties using research-based intervention resources



#### **EDGE INSTRUCTIONAL AIDE**

Candidates must meet minimum requirements:

48 College hours or Passing Score on ParaPro (465)

#### Responsibilities

- Provide instructional support for the EDGE classrooms.
- Collaborate with EDGE master/EDGE mentor/EDGE teachers to ensure flexible grouping strategies are met.
- Assist with record keeping, preparation and development of instructional materials, and bulletin board displays.
- Provide coverage for the classroom during teacher meetings.
- Operate a variety of classroom instructional equipment, including and not limited to computers, audio/visual and video equipment.
- Work with individual students and small groups on assignments.
- Work cooperatively with substitute teacher in providing instruction and assistance to students.
- Participate in various committees and attend required campus and/or district meetings.
- Assist supervision of students on the playground and /or during any school-sponsored activity occurring during the school day.
- Perform clerical tasks such as typing correspondence, copying materials, etc.
- Assist in the safe and orderly movement of all students to and from the classroom.

#### **EDGE LEAD MASTER TEACHER - District Level**

Candidates must meet minimum requirements:

- Bachelor's Degree (Master's degree preferred)
- ESL certification required (within the first year)
- > 7 years (at least 3 years as a teacher)

#### Responsibilities

- Serve as the liaison between EDGE Master Teachers and Curriculum and Instruction, Federal and Special Programs, Accountability, and Human Resources to develop ongoing training and support for the role of Master Teacher
- Support the development and maintenance of high functioning PLC's on EDGE Campuses
- Support the application of the peer coaching cycle on EDGE Campuses

- Provide job embedded support to EDGE Master Teachers in data analysis, peer coaching, and assessment development, and team building
- Facilitate a district wide Professional Learning Community among the EDGE Master Teachers in grades PK – 2 and 3 – 5
- Implement inter-visitation among EDGE campus teachers to promote best practices in program implementation
- Provide campus support including mentorship, coaching, and feedback on program implementation related to the program measures of effectiveness
- · Serve as a member of the EDGE Implementation Team
- Collaborate with campus administrators to support EDGE program implementation

#### **EDGE PARENT EDUCATOR**

- Serve as a liaison between the school and the local community.
- Coordinate the Parent Center schedule for a variety of activities: Parental Involvement Week, special holidays, Grandparent's Day, Dads' Club, FRED Program (Fathers Reading Every Day), parenting sessions, adult English as a second language classes (ESL), Spanish as a second language (SSL), arts and crafts, basic computer lessons and for presenters conducting parenting sessions.
- Visit families of school age children in order to provide information on the programs and services available through the school district.
- Conduct home visits to assist parents in learning positive parenting skills.
- Develops an interest among parents in the school system and assists parents in becoming active participants in their children's education through family literacy and instructional support programs.
- Encourage parents to participate in group discussions and activities.
- Arrange visits, conferences, workshops, and other activities in order to promote the goals and objectives of school programs.
- Develop rapport with students, parents and school officials in the interest of promoting the proper adjustment and progress of the students.
- Evaluate parent volunteers' level of involvement in order to prepare transition to other volunteer opportunities.