



BOSTON DAY AND
EVENING ACADEMY

Boston Day & Evening Academy
A Horace Mann Charter School
Distance Learning MATH Teaching Job Description
School Year 2021-22

Boston Day and Evening Academy (BDEA) is seeking an extraordinary **MATH TEACHER** to work in our school. BDEA is an innovative public high school whose mission is to serve students who are overage for grade level, many of whom have experienced life challenges that have impeded their education. Working with experienced faculty in an environment that blends strong academics and support, students are given the opportunity to earn a Boston Public Schools diploma and to reach their fullest potential through a competency-based curriculum that inspires critical and creative thinking, independent learning, and active citizenship. As a competency-based school, BDEA does not have grade levels. Our extended program, beginning at 8:00 am and running until 4:30 pm serves students with different academic needs up to age 23, including those who are being promoted from middle school without being academically prepared for high school; those who have dropped out of high school and have decided to return to earn a diploma, and those who are unable to attend regular school hours due to health issues, full time work and/or full time parenting obligations. The school employs 60 full and part-time staff to work with 405 students and is governed by an active Board of Trustees. All employees of the school are expected to uphold the mission of the school to build a consistent, unified, anti-racist, inclusive community that stimulates greater student agency, engagement, and academic achievement.

Boston Day and Evening Academy is looking for a **Distance Learning Math teacher** who is committed to working with our students, who understands the lives of urban youth and who has a track record of working successfully with students who face academic and personal challenges. Distance Learning staff are expected to support students both academically and personally through academic classes, enrichment activities, and an advisory. Teachers, working from BDEA's campus, will work collaboratively with other distance learning staff to support a caseload of students using BDEA's online competency-based curriculum where students exhibit proficiency in multiple ways including through projects, exhibitions and other alternative means of assessment.

Responsibilities

1. Support a caseload of approximately 50-60 BDEA students who have chosen to engage in BDEA's online competency based program. Ensure tasks and roadmap courses are distributed equitably among teachers in the program;
2. Be part of a team of educators who act as an advisor who will guide students on their social emotional and academic progress; facilitate communication on a regular basis between the student, their family, and the Student Support team, as well as monitor student attendance, academic progress and overall student wellness;
3. Work collaboratively with other distance learning teachers and IL's to review and provide credit for incoming students transcripts and diagnostics on the students BDEA roadmap; ensure that all students are successfully progressing through the program;
4. Develop a strong knowledge of BDEA's competency based curriculum and roadmap and a very detailed knowledge of the courses you are teaching;
5. Support the instructional program with web conferencing sessions and learning lab coverage for drop-in academic support hours during morning and/or late afternoon shifts;
6. Review curriculum and devise alternate approaches to presenting lessons to increase student understanding (working directly with students);
7. Support students with alternate strategies and provide additional assistance with daily assignments and projects, when appropriate design alternative assessments;

8. Communicate with students on a regular basis progress on benchmarks/competencies, score assessments, provide feedback on student work, suggest instructional approaches and strategies, monitor completion of assignments and instruct special projects;
9. Consult and collaborate with other BDEA teachers and learning specialists to develop alternate enrichment activities and modifications to students' programs to increase student understanding;
10. Work with SpEd coordinator to assist with the development and implementation of individual student learning plans including special education plans (IEPs and 504s);
11. Support and coach students to through MCAS prep courses to obtain passing or a better score on the MCAS and other required assessments;
12. Participate in the development and success of family meetings, all-school events and work with other BDEA staff to coordinate social activities and relevant field trips for students, creating and maintaining a sense of community in and outside of the Distance Learning community program;
13. Create and maintain accurate record keeping of student academic progress and attendance on all data systems, e.g., PowerSchool, BDEA *Connects*, Schoology;
14. Participate in weekly program-specific and all-school meetings.
15. Participate in all professional development and curriculum planning activities.
16. Perform other related duties to assure smooth school functioning.

Terms: BTU Group I, Full-time

As a Horace Mann Charter School, teachers and staff are paid a competitive salary in accordance with the Boston Public Schools. As a condition for employment, BDEA staff are required to sign an Election To Work Agreement (ETWA) annually, which details the terms and conditions for the work year at the school. While the school generally follows the BPS calendar, it requires additional planning time before, after or during the year, as agreed upon in the ETWA. All staff will work on campus. **Hours will be set once program design has been finalized, but in the range of 8 am - 6 pm.** Staff will be required to split a schedule that ensures morning and late afternoon office hours. Common planning time, program, department and committee meetings, and professional development take place on Wednesdays and Fridays, generally between 1:30 - 3:30 pm.

Qualifications

Required: *A successful candidate will ...*

- Have a secondary content area certification in the State of Massachusetts. (see www.doe.mass.edu for requirements) for Mathematics and dual certified in Special Education.
- Possess the core competencies of excellent teaching including charisma, compassion and intellectual curiosity
- Strong command of educational technology tools and their implementation in teaching and learning
- Strong commitment to culturally responsive teaching
- Be able to interact with young people in a respectful and caring manner
- Be student/learning-centered and committed to coaching students towards success, devoting additional time to students if necessary
- Commitment to designing and implementing a competency based curriculum
- Be able to assess student competency in multiple ways
- Create a learning environment where the teacher is coach and student is worker
- Have the ability to teach to multiple learning styles using a variety of methods
- Have a commitment to working with the families of our students and with parenting students
- Adhere to BDEA's Non-Discrimination Policy (see below)

Preferred:

- Masters Degree a strong plus
- Bilingual

- Prior work or volunteer experience with non-traditional students in an alternative setting
- Comfortable with a workshop and/or coaching approach to instruction
- Experience with any of the following: project-based learning, portfolio assessment, competency-based education, cooperative group work, integration of technology and cross disciplinary learning, expeditionary learning, alternative assessments and integrating school to career experiences into the curriculum
- A strong commitment to supporting reading, writing and problem solving across the curriculum
- Flexible, solutions-oriented team player, willing and able to adapt to change
- A sense of humor

Application Procedure

Apply through Boston Public Schools' Human Capital website:

<https://bostonpublicschools.tedk12.com/hire/index.aspx>

Boston Day and Evening Academy, in accordance with its non-discrimination and zero tolerance policy, does not discriminate in its programs, activities, facilities, employment and educational opportunities on the basis of race, color, age, disability, sex/gender, gender identity or expression, religious beliefs, national origin, ancestry, retaliation, sexual orientation, genetics or military status and does not tolerate any form of intimidation, threat, coercion and/or harassment that insults the dignity of others and interferes with their freedom to learn or work.