



Created for Greatness

Positioned for Success

Belton Preparatory Academy 5901 Belton Highway Belton, SC 29627

Belton Preparatory Academy Job Description (SPED Classroom Teacher)

Reports to: Principal

Salary: \$47,000 - \$90,853.00

Location: 200 Knights Court, Belton, SC 29627

Job Type: Full-Time

Opening Date: 2/9/2025

Job Summary

As a Special Education (SPED) Teacher at Belton Preparatory Academy (BPA), you will have the opportunity to shape students' futures by providing a positive, engaging, and supportive educational experience. Your role will focus on fostering a love for learning and instilling character traits that promote long-term success. You will be responsible for identifying each student's strengths and positioning them for success, helping them navigate challenges both inside and outside the classroom.

Essential Duties and Responsibilities

Teaching Responsibilities:

1. Create a positive, inclusive educational environment for all students.
2. Ensure the safety and well-being of students by implementing necessary precautions.
3. Manage student behavior by establishing clear rules and procedures.
4. Enforce school policies and disciplinary systems to maintain a productive classroom environment.
5. Maintain effective communication with parents/guardians to support student academic performance and behavioral development.
6. Plan and implement lesson plans aligned with curriculum guidelines and state standards.
7. Provide engaging, high-quality instruction that meets established curriculum and state standards.
8. Communicate clear learning objectives for all instructional activities.
9. Utilize differentiated instruction to address diverse student needs.
10. Assess and evaluate student work, including class assignments, homework, and tests.



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11. Maintain accurate and up-to-date student records in compliance with legal and school requirements.
12. Collaborate with the curriculum coordinator, lead teachers, and grade-level teams to monitor student progress and share best practices.
13. Use student data to inform and guide instructional practices.
14. Participate in extracurricular activities, such as school events, academic conferences, and student organizations.
15. Incorporate relevant technology to support instruction.
16. Engage in ongoing professional development and training as required.
17. Assist school administration in implementing and upholding policies related to student life, conduct, and behavior.
18. Maintain and care for all classroom property, equipment, and materials.
19. Supervise instructional paraprofessionals and volunteers as assigned.
20. Adhere to all school policies, procedures, and reasonable requests from school leadership.
21. Support the SPED Coordinator as needed.
22. Perform other duties as assigned.

Professionalism:

1. Maintain a neat, professional appearance as outlined in the Employee Handbook.
2. Demonstrate regular and punctual attendance.
3. Foster effective working relationships with students, parents, colleagues, and supervisors.
4. Exhibit professionalism in all interactions with students, parents, staff, and the community.
5. Follow the chain of command as outlined in the Employee Handbook.
6. Always Represent Belton Preparatory Academy positively.
7. Adhere to the South Carolina Teacher Code of Conduct.

Physical Requirements:

- Regularly required to sit, stand, walk, talk, and hear.
- Ability to operate a computer, handheld learning devices, and other office equipment.
- Reach with hands and arms; occasionally lift and/or move up to 10 pounds.