

# DECATUR CITY SCHOOLS


Office of Human Resources

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www.dcs.edu



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## MEMORANDUM

TO: All Personnel  
FROM: Yvette Evans   
DATE: February 20, 2023  
SUBJECT: Teacher Vacancies

The following positions are open and will be filled by the Decatur City Board of Education:

## DECATUR CITY SCHOOLS

**Pre-K - 5 Teacher (10)**  
**Science Teacher (3)**  
**Math Teacher (3)**  
**Elementary Special Education Teacher (5)**  
**Secondary Special Education Teacher (5)**

### OPEN UNTIL FILLED

Persons interested in the above positions should have a completed application in the online application system with the State of Alabama "Teach Alabama."

A link to the online system, "Teach Alabama," can be found at the Decatur City School's website: [www.dcs.edu](http://www.dcs.edu) entitled "Jobs."

Once you have completed your online application, to be considered for a specific job you **MUST**:

Click on "All Jobs."

Click the "View/Apply" link next to any position for which you wish to be considered, then click the button provided to express interest.

**NOTE:** You will not be considered for a position if you have not expressed interest by clicking the APPLY button.

## **Decatur City Schools**

### **JOB TITLE: Pre-K Teacher**

**SUMMARY:** Instructs children in activities designed to promote social/emotional, physical, and cognitive/language growth needed for primary school in preschool, day care center, or other child development facility by performing the following duties.

**ESSENTIAL DUTIES AND RESPONSIBILITIES** include the following.

Plans individual and group activities to stimulate growth in language, social, and motor skills such as learning to listen to instructions, playing with others, and using play equipment, manipulating variety of art and hands on learning materials.

Instructs children in practices of personal cleanliness and self care.

Demonstrates the ability to decide on the best use of developmentally appropriate methods and materials to help students acquire necessary skills, taking into account the different needs and abilities of individual students.

Demonstrates qualities of patience, understanding, trustworthiness and attention to work.

Possesses a thorough knowledge of the developmental needs of students.

Alternates periods of strenuous activity with periods of rest or light activity to avoid over stimulation and fatigue.

Helps children develop habits of caring for own clothing, picking up/putting away toys/books, and learn to be a responsible, contributing member of the group.

Serves meals and refreshments to children.

Establishes and maintains standards of student behavior to achieve a functional learning atmosphere.

Encourages growth of strong self concept thru successful learning outcomes and experiences with positive relationships.

Attends professional meetings, writes reports, and maintains records.

### **NON-ESSENTIAL DUTIES AND RESPONSIBILITIES:**

Other duties may be assigned as required.

## **QUALIFICATION REQUIREMENTS**

### **EDUCATION and/or EXPERIENCE:**

Bachelor's degree (B.A./B.S.) from four-year college or university; or one to two years related experience and/or training; or equivalent combination of education and experience.

### **LANGUAGE SKILLS:**

Ability to read and comprehend simple instructions, short correspondence, and memos. Ability to write simple correspondence. Ability to effectively present information in one-on-one and small group situations.

### **MATHEMATICAL SKILLS:**

Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent.

### **REASONING ABILITY:**

Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form. Ability to deal with problems involving several concrete variables in standardized situations.

### **CERTIFICATES, LICENSES, REGISTRATIONS:**

Alabama Class B Certificate with proper endorsements.

### **PHYSICAL DEMANDS:**

While performing the duties of this job, the employee is regularly required to talk or hear. The employee frequently is required to stand and walk. The employee is regularly required to sit; use hands to finger, handle, or feel objects, tools, or controls; reach with hands and arms, and stoop, kneel, crouch, or crawl.

The employee must regularly push, pull, carry, lift and/or move up to 35 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

### **WORK ENVIRONMENT:**

The noise level in the work environment is usually moderate.

April 5, 1996

## **Decatur City Schools**

### **JOB TITLE: Elementary Education Teacher**

**SUMMARY:** Teaches elementary school students academic, social, and motor skills by performing the following duties.

**ESSENTIAL DUTIES AND RESPONSIBILITIES** include the following:

Prepares course objectives and outline for course of study following curriculum guidelines or requirements of state and school.

Demonstrates the ability to decide on the best use of methods and materials to help students acquire necessary skills, taking into account the different needs and abilities of individual students.

Demonstrates qualities of patience, understanding, trustworthiness and attention to work.

Possesses a thorough knowledge of the subject matter.

Prepares, administers, corrects tests, and records results.

Assigns work, corrects papers, and hears oral presentations.

Establishes and maintains standards of student behavior to achieve a functional learning atmosphere.

Maintains order among students in immediate area.

Counsels pupils when adjustment and academic problems arise.

Discusses pupils' academic achievements and behavioral concerns with parents.

Keeps attendance and grade records as required by school.

Coordinates class field trips.

Participates in faculty and professional meetings, educational conferences and teacher training workshops.

### **NON-ESSENTIAL DUTIES AND RESPONSIBILITIES:**

Other duties as assigned.

### **TERMS OF EMPLOYMENT:**

9 Month Contract

### **QUALIFICATION REQUIREMENT**

#### **EDUCATION and/or EXPERIENCE:**

Bachelor's degree (B.A./B.S.) from four-year college or university.

**LANGUAGE SKILLS:**

Ability to read, analyze, and interpret teacher textbooks, general periodicals, professional journals, technical procedures, or governmental regulations. Ability to write reports, correspondence, and procedure manuals. Ability to effectively present information and respond to questions from groups of students, parents, and the general public.

**MATHEMATICAL SKILLS:**

Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent.

**REASONING ABILITY:**

Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.

**CERTIFICATES, LICENSES, REGISTRATIONS:**

Alabama Class B Certificate with appropriate endorsement.

**PHYSICAL DEMANDS:**

While performing the duties of this job, the employee is regularly required to stand, walk, and talk and hear. The employee frequently is required to use hands to finger, handle, or feel objects, tools, or controls and reach with hands and arms. The employee is occasionally required to sit, stoop, kneel, crouch, or crawl.

The employee must occasionally lift and/or move up to 10 pounds and infrequently lift and/or move up to 35 pounds. Specific vision abilities required by this job include close vision, distance vision, peripheral vision, depth perceptions, and the ability to adjust focus.

**WORK ENVIRONMENT:**

The noise level in the work environment is usually moderate.

The employee is occasionally exposed to outside weather conditions.

April 5, 1996

**Decatur City Schools**

**JOB TITLE: Secondary Education Teacher**

**SUMMARY:** Instructs students in one or more subjects using various teaching methods performing the following duties.

**ESSENTIAL DUTIES AND RESPONSIBILITIES** include the following:

Prepare course objectives and outline for course of study following curriculum guidelines or requirements of state and school.

Demonstrates the ability to decide on the best use of methods and materials to help students acquire necessary skills, taking into account the different needs and abilities of individual students.

Demonstrates qualities of patience, understanding, trustworthiness and attention to work.

Possesses a thorough knowledge of the subject matter.

Administers tests to evaluate pupil progress and records results.

Issues reports to inform parents of student progress.

Keeps attendance records.

Establishes and maintains standards of student behavior to achieve a functional learning atmosphere.

Meets with parents to discuss student progress and problems.

Participates in faculty and professional meetings, educational conferences, and teacher training workshops.

Assists pupils in selecting course of study.

Counsels students in adjustment and academic problems.

**NON-ESSENTIAL DUTIES AND RESPONSIBILITIES:**

Other duties as assigned.

**TERMS OF EMPLOYMENT:**

9 Month Contract.

## **QUALIFICATION REQUIREMENTS**

### **EDUCATION and/or EXPERIENCE:**

Bachelor's degree (B.A./B.S.) from four-year college or university.

### **LANGUAGE SKILLS:**

Ability to read, analyze, and interpret teacher textbook, general periodicals, professional journals, technical procedures, or governmental regulations. Ability to write reports, correspondence, and procedure manuals. Ability to effectively present information and respond to questions from groups of students, parents, and the general public.

### **MATHEMATICAL SKILLS:**

Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions and decimals. Ability to compute rate, ratio, and percent. Ability to figure student percentages for grades and explain how the percentage is derived.

### **REASONING ABILITY:**

Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.

### **CERTIFICATES, LICENSES, REGISTRATIONS:**

Alabama Class B Certificate with appropriate endorsement.

### **PHYSICAL DEMANDS:**

While performing the duties of this job, the employee is regularly required to stand, walk, talk and hear. The employee frequently is required to use hands to finger, handle, or feel objects, tools, or controls. The employee is frequently required to sit and reach with hands and arms.

The employee must regularly lift and/or move up to 35 pounds. Specific vision abilities required by this job include close vision, distance vision, peripheral vision, and the ability to adjust focus.

### **WORK ENVIRONMENT:**

The noise level in the work environment is usually moderate.

The employee is occasionally exposed to outside weather conditions.

April 5, 1996

**Decatur City Schools**

**JOB TITLE: Resource Teacher**

**SUMMARY:** Teaches basic academic subjects to students requiring remedial work, using special help programs to improve scholastic level, by performing the following duties.

**ESSENTIAL DUTIES AND RESPONSIBILITIES** include the following:

Teaches basic subjects such as reading and math, applying lesson techniques designed for short attention spans.

Consults with regular class teacher and provides support, as needed, for regular class participation.

Administers achievement tests and evaluates test results to discover level of language and math skills.

Selects and teaches reading material and math problems related to everyday life of individual student. May also teach functional life skills.

Demonstrates the ability to decide on the best use of methods and materials to help students acquire necessary skills, taking into account the different needs and abilities of individual students.

Demonstrates qualities of patience, understanding, trustworthiness and attention to work.

Possesses a thorough knowledge of the subject in order to arouse the students' interest.

Confers with school counselors and teaching staff to obtain additional testing information and to gain insight on student behavioral disorders affecting learning process.

Designs special help programs for low achievers and encourages parent teacher cooperation.

Maintains effective communication with parents.

Attends professional meetings, writes reports, and maintains records.

Other duties as related to specific areas of disabilities.

**NO-ESSENTIAL DUTIES AND RESPONSIBILITIES:**

Functions as a member of the school's faculty. Performs other duties as assigned by the principal.

**QUALIFICATION REQUIREMENTS:**

Requirements may vary as related to specific areas of disabilities and particular student populations.

**EDUCATION and/or EXPERIENCE:**

Bachelor's degree (B.A.) from four-year college or university.



**LANGUAGE SKILLS:**

Ability to read, analyze, and interpret general periodicals, professional journals, technical procedures, or governmental regulations. Ability to write reports, correspondence, and procedure manuals. Ability to effectively present information and respond to questions from groups of professional staff, parents, students and the general public.

**MATHEMATICAL SKILLS:**

Ability to calculate figures and amounts such as discounts, interest, commissions, proportions, percentages, area, circumference, and volume. Ability to apply concepts of basic algebra and geometry.

**REASONING ABILITY:**

Ability to define problems, collect data, establish facts, and draw valid conclusions. Ability to interpret an extensive variety of technical instructions in mathematical or diagram form and deal with several abstract and concrete variables.

**CERTIFICATES, LICENSES, REGISTRATIONS:**

Alabama Class B Certificate with appropriate endorsement.  
Valid Alabama driver's license.

**PHYSICAL DEMANDS:**

The employee must frequently lift and/or move up to 35 pounds. Specific vision abilities required by this job include close vision, depth perception, and the ability to adjust focus.

**WORK ENVIRONMENT:**

The noise level in the work environment is usually quiet.

DECATUR CITY SCHOOLS  
Annual Salary Schedule  
2022-2023

**Schedule A2**  
**Teacher**  
**9 Months, 187 Days**

Years Experience/ Step	Degree/Rank			
	BS	MA	AA	ID
0	43,869	50,435	54,908	58,318
1	44,155	50,545	55,308	58,483
2	44,519	50,682	55,714	58,882
3	49,145	55,938	61,446	64,728
4	50,113	56,950	62,451	65,734
5	50,508	57,387	62,886	66,176
6	52,944	59,538	65,206	68,588
7	52,823	59,986	65,658	69,041
8	53,229	60,438	66,109	69,490
9	54,322	61,579	67,244	70,628
10-11	54,736	62,029	67,696	71,078
12-13	56,005	63,331	69,025	72,425
14	56,324	63,653	69,352	72,744
15	56,862	64,261	70,015	73,439
16-17	57,190	64,593	70,339	74,595
18	58,008	65,409	71,158	75,340
19	58,008	65,795	71,158	76,093
20	58,008	66,453	71,673	76,855
21	58,365	67,118	72,390	77,624
22	59,765	67,789	73,113	78,399
23	59,765	68,467	73,844	79,183
24	60,413	69,152	74,583	79,975
25	60,734	69,843	75,329	80,775
26	61,341	70,541	76,082	81,583
27	62,421	71,246	76,843	82,399
28	62,575	71,959	77,611	83,223
29	63,201	72,679	78,387	84,055
30	63,832	73,406	79,171	84,896
31	64,470	74,139	79,963	85,744
32	65,116	74,881	80,763	86,601
33	65,766	75,630	81,571	87,468
34	66,424	76,386	82,386	88,343
35	67,088	77,150	83,210	89,225