



FORT PAYNE CITY SCHOOLS

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February 29, 2024

The Fort Payne City Board of Education announces the following vacancies in the Fort Payne City School System. Certified position applications will only be accepted through Teach in Alabama, until the positions are filled. **Certified Applications are no longer accepted on site.** Support applications will be accepted at the Central Office. Vacancies are posted at the following locations: Wills Valley Elementary School, Williams Avenue Elementary School, Fort Payne Middle School, Fort Payne High School, Maintenance/Transportation Facility, Central Office, FPCS Web-Page, Handshake, Teach in Alabama and all HBCU's. The Fort Payne Board of Education is an equal opportunity employer.

LOCATION	TITLE	JOB DESCRIPTION	QUALIFICATIONS	SALARY
FPHS 2/29/2024	Business Education Teacher	To teach and educate students according the guidelines provided by the ALSDE in the area of Business Education.	Appropriate Alabama Teacher Certification in the area of Business Education and meet all requirements deemed by the ALSDE.	Alabama Teacher Salary Schedule

FPMS 2/29/2024	Guidance Counselor	To provide services to help all students develop skills in the area of personal/social growth, and educational planning, provide developmental comprehensive guidance and counseling services to all students, assist students in planning program of study, and provide individual counseling to help meet to developmental and remedial needs of students.	Appropriate Alabama Teacher Certification in the area of School Counselor P-12 and meet all requirements deemed by the ALSDE	Alabama Teacher Salary Schedule
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<p>LRIS 2/29/2024</p>	<p>Math Coach- BBMC 1 position</p>	<ul style="list-style-type: none"> ○ Support the improvement of instruction with an emphasis on Tier 1 instruction to ensure students do not fall behind. ○ Collaborating with the school principal and faculty to establish and implement a strategic plan for coaching and mathematics instruction to improve student achievement in mathematics. ○ Facilitating school wide mathematics professional learning, including job-embedded assistance using coaching strategies, including joint preplanning, modeling lessons, co-teaching lessons, targeted observation to collect data and debriefing. ○ Modeling evidence-based mathematics instructional and intervention strategies for teachers. ○ Continuously mentoring and coaching teachers. ○ Assisting teachers in using data to differentiate mathematics instruction and to identify students exhibiting the characteristics of dyscalculia and other exceptionalities. ○ Monitoring the progress of K-5 students in mathematics through benchmark formative assessments at least three times per year and making recommendations for modifying instruction based on the individual needs of students and trends in student data. ○ Focusing solely as a mathematics coach for schools with elementary grade students. ○ Collaborating with teachers and grade-level teams of teachers to foster the use of appropriate instructional materials, including concrete materials, necessary to ensure that students understand mathematical concepts. ○ Collaborating with grade-level teams to develop rigorous tasks, lessons, and assessments aligned with grade-level mathematics content standards; to facilitate the analysis of student work samples and assessment data; and to work in partnership with teachers to provide real-time feedback and make next-step instructional decisions based on the student evidence. 	<p>Appropriate Alabama Teacher Certification in the area of K-6 Elementary Education 12 meet all requirements deemed by the ALSDE.</p>	<p>Alabama Teacher Salary Schedule</p>
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<p>WVES 2/29/2024</p>	<p>Math Coach- BBMC 2 positions</p>	<ul style="list-style-type: none"> ○ Support the improvement of instruction with an emphasis on Tier 1 instruction to ensure students do not fall behind. ○ Collaborating with the school principal and faculty to establish and implement a strategic plan for coaching and mathematics instruction to improve student achievement in mathematics. ○ Facilitating school wide mathematics professional learning, including job-embedded assistance using coaching strategies, including joint preplanning, modeling lessons, co-teaching lessons, targeted observation to collect data and debriefing. ○ Modeling evidence-based mathematics instructional and intervention strategies for teachers. ○ Continuously mentoring and coaching teachers. ○ Assisting teachers in using data to differentiate mathematics instruction and to identify students exhibiting the characteristics of dyscalculia and other exceptionalities. ○ Monitoring the progress of K-5 students in mathematics through benchmark formative assessments at least three times per year and making recommendations for modifying instruction based on the individual needs of students and trends in student data. ○ Focusing solely as a mathematics coach for schools with elementary grade students. ○ Collaborating with teachers and grade-level teams of teachers to foster the use of appropriate instructional materials, including concrete materials, necessary to ensure that students understand mathematical concepts. ○ Collaborating with grade-level teams to develop rigorous tasks, lessons, and assessments aligned with grade-level mathematics content standards; to facilitate the analysis of student work samples and assessment data; and to work in partnership with teachers to provide real-time feedback and make next-step instructional decisions based on the student evidence. 	<p>Appropriate Alabama Teacher Certification in the area of K-6 Elementary Education 12 meet all requirements deemed by the ALSDE</p>	<p>Alabama Teacher Salary Schedule</p>
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Central Office 11/17/1023	Bookkeeper/Payroll Assistant	<p>Perform a variety of A/P duties: including issuing Pos, coding and posting of invoices, preparing spreadsheets, posting journal entries, printing checks. Manage absence management/substitute and time tracking systems. Assist in preparing and making bank deposits. Assist with managing Classroom Instructional Supply funds. Assist with processing leave records and various personnel actions. Serve as backup to System-wide Bookkeeper PR Manager.</p> <p>Maintain confidential, adhere to policies, procedures and regulations.</p> <p>Perform other duties as assigned by the Superintendent and CSFO.</p>	<p>Minimum of a High School Diploma.</p> <p>Associate's or BS in finance-related field and experience in bookkeeping/payroll preferred. Knowledge of computer software, including spreadsheets and word processing.</p>	Accounts Payable/ Receptionist Salary Schedule
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System-wide 11/17/2023	SPE Aide	<p>The job of the Special Education Teacher's Aide was established for the purpose of providing support to the instructional program within as assigned school with specific responsibility of assisting in the supervision and instruction of special needs students, severely special needs students; observing and documenting student's progress, implementing plans for instruction; assisting by providing for special health care needs. Assist students in bus travel as stated in IEP.</p>	Associate Degree or Equivalent hours OR Passing Scores from WorkKeys Test	SPE Aide Salary Schedule
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System-wide 11/13/2023	Elementary Teachers	To teach and educate students according to the guidelines provided by the ALSDE in the area of K-6 Elementary Education.	Appropriate Alabama Teacher Certification in the area of K-6 Elementary and meet all requirements deemed by the ALSDE.	Alabama Teacher Salary Schedule
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<p>System-wide 8/25/23</p>	<p>Data Manager/ Technology Integration Specialist</p>	<p>Administer, manage, and maintain the student information system and other data systems. Develop and implement procedures for effective data management for staff. Along with the Technology Coordinator, oversee and manage staff access rights and maintain the integrity and security of the student information system and other data systems. Assist in producing and the submission of state and federal reports. Collaborate with school staff with scheduling and grading issues. Participate in data migration and data integration activities. Assist parents with the student information system and online enrollment. Lead efforts to keep data up to date, error free and free of duplicates. Coordinate efforts with the schools when new data needs top be entered. Assist schools with beginning and end of year rollouts and taking up 1:1 devices. Provide training for staff, including in-person, virtual and recorded training. Communicate effectively in both verbal and written formats.</p>	<p>BS Degree, Master's Degree preferred. Valid Alabama Teaching Certificate. Minimum of 3 years teaching experience Proven experience using student information systems and other data systems, computers, Microsoft Products, Google Applications, Promethean Boards and experience with 1:1 device.</p>	<p>Alabama Teacher Salary Schedule 10-month position</p>
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System-wide 8-2-2022	SPE Aide Part-time Transportation	Assist student in bus travel as state in I.E.P. Assist in the supervision and instruction of special needs students, severely special needs students, observing and documenting student's progress, implementing plans for instruction, assisting by providing special health care needs.	High School Diploma	\$15.00 per hour
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System-Wide 10/7/2022	SPE Aide Hearing Impaired Exp Required	The job of the Special Education Teacher's Aide was established for the purpose of providing support to the instructional program within as assigned school with specific responsibility of assisting in the supervision and instruction of special needs students, severely special needs students; observing and documenting student's progress, implementing plans for instruction; assisting by providing for special health care needs. Assist students in bus travel as stated in IEP.	2 Year Associates Degree Preferred or WorkKeys Assessment with a score of 3 or higher on the following areas: <ul style="list-style-type: none"> • Workplace Documents • Applied Math • Business Writing Experience working with Hearing Impaired Preferred	SPE Aide Salary Schedule
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System- Wide 9/15/2020 6/15/2023 (Continuously posted)	Custodians	Fulfill all custodial duties as assigned by the Building Principal.	Experience in custodial work preferred	Custodian Salary Schedule
System- Wide 10/25/2019 (Continuously posted)	Bus Drivers	Transport students to and from school and perform all duties assigned by the Transportation Supervisor.	Proper CDL for public school transportation with a School Bus End orse men t Cert ifica tion issu ed by the ALS DE.	Bus Driver Salary Schedule

System- Wide 10/25/2019 (Continuously posted)	CNP Workers	Perform all Child Nutrition related duties as assigned by the Lunchroom Manager.	Demonstrate aptitude for successful performance of the CNP Worker schedule	CNP Worker Salary Schedule
System- Wide 10/25/2019 (Continuously posted)	Substitute Custodian Workers	Fulfill all custodial duties as assigned by the Building Principal.	Experience in custodial work preferred	Sub Pay \$80 full day \$40 half day Effective 8-1-2022
System- Wide 10/25/2019 (Continuously posted)	Substitute CNP Workers	Perform all Child Nutrition related duties as assigned by the Lunchroom Manager.	Demonstrate aptitude for successful performance of the CNP Worker schedule	Sub Pay \$80 full day \$40 half day Effective 8-1-2022

<p>System- Wide 10/25/2019</p> <p>(Continuously posted)</p>	<p>Substitute Bus Drivers</p>	<p>Transport students to and from school and perform all duties assigned by the Transportation Supervisor.</p>	<p>Proper CDL for public school transportation with a School Bus Endorsement Certificate issued by the ALSDE</p>	<p>Sub Pay \$80 full route \$40 half route Effective 8-1-2022</p> <p>Extra-curricular Trips \$15.00 per hour 2 hours Minimum</p>
<p>System- Wide 10/25/2019</p> <p>(Continuously posted)</p>	<p>Substitute Nurses</p>	<p>Assist administrators and teachers in carrying out the school health program. Serve as education and medical resource person for Teachers and Principals.</p> <p>Administer first aid in accordance with established first aid procedures. Make recommendations to Principal on health needs of individual students. Assist with all other duties as deemed necessary.</p>	<p>Alabama valid LPN License Alabama or valid RN License</p>	<p>\$100 per day</p>

System- Wide 10/25/2019 (Continuously posted)	Substitute Teachers You must first submit a resume. If accepted, you will be notified by the Central Office to complete an application	Carry out lesson plans as prepared by the regular classroom teacher. Maintain a classroom environment conducive to effective learning within the limits of the resources provided by the district. Take all necessary and reasonable precautions to protect students, equipment, materials and facilities. Establish and maintain cooperative relations with students, parents and school personnel.	High School diploma Alabama Substitute Teacher license Certified Alabama Teaching Certificate (current).	\$100 per day No degree required, but substitute training (either in person or virtual) is required. Effective 8-1- 2022 NO CHANGE \$105 per day Hold a current Alabama Teaching Certificate, substitute training (either in person or virtual) is required. Effective 8-1- 2023
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