



## Platte River Academy Job Description

**Position:** K–8 Learning Specialist / Mild-Moderate Needs Special Education Teacher (1.0 FTE)

**Reports to:** Assistant Principal (Culture & Climate)

**Position Overview:** **Platte River Academy** is seeking a dedicated and student-centered K–8 Learning Specialist / Mild-Moderate Needs Special Education Teacher to join our team. The Learning Specialist works collaboratively with students, families, teachers, administrators, and support staff to ensure that students with disabilities receive high-quality, individualized instruction and support in the least restrictive environment.

As a Core Knowledge charter school committed to academic excellence, character development, and strong family partnerships, Platte River Academy values educators who believe all students can achieve at high levels when provided appropriate support, interventions, and opportunities for growth.

The Learning Specialist provides specialized instruction, case management, assessment, consultation, and compliance support while fostering student independence, self-advocacy, and success both academically and socially.

**Essential Responsibilities include, but are not limited to:**

### **Student Services and Instruction:**

- Provide direct special education services through push-in, pull-out, small group, and individual instruction.
- Design and implement individualized instructional programs aligned with students' IEP goals and Colorado Academic Standards.
- Deliver evidence-based interventions in literacy, mathematics, executive functioning, behavior, social-emotional skills, and study skills.
- Monitor student progress through ongoing assessment and data collection.
- Differentiate instruction to support access to grade-level curriculum and classroom participation.

- Collaborate with general education teachers to ensure accommodations and modifications are implemented effectively.
- Support student transition planning and promote increasing independence and self-advocacy.
- Obtain or have current Crisis Prevention Intervention training

#### **Case Management and Compliance:**

- Serve as case manager for students receiving special education services.
- Develop, implement, and monitor Individualized Education Programs (IEPs).
- Coordinate annual reviews, reevaluations, eligibility meetings, and transition planning as appropriate.
- Maintain accurate educational records and documentation in accordance with IDEA, state regulations, and district requirements.
- Complete progress monitoring and reporting in a timely manner.
- Collaborate with related service providers and outside agencies as needed.

#### **Assessment and Data-Based Decision Making:**

- Participate in special education evaluations and reevaluations.
- Assist in gathering, interpreting, and presenting assessment data.
- Utilize formal and informal assessment tools to identify student strengths and needs.
- Use data to guide instructional decisions and intervention planning.
- Contribute expertise during Integrated Multi-Tiered Systems of Support (iMTSS) and problem-solving meetings.

#### **Collaboration and Family Partnerships:**

- Build strong relationships with families and maintain regular communication regarding student progress and support plans.
- Collaborate with teachers, administrators, interventionists, and support staff to ensure student success.
- Participate in grade-level teams, Student Support Services meetings, and school-wide initiatives.
- Support parents in understanding special education processes, services, accommodations, and student learning needs.
- Partner with families to create a cohesive educational experience that supports student growth both at school and at home.

#### **School Leadership and Professional Growth:**

- Contribute positively to the culture and mission of Platte River Academy.

- Provide guidance and support to staff regarding differentiation, accommodations, and inclusive practices.
- Participate in professional development and ongoing learning related to best practices in special education.
- Promote a growth mindset, character development, and student engagement consistent with the values of Platte River Academy.
- Perform other duties as assigned by administration.

### **Compliance & Expectations:**

- Adhere to policies and procedures established by the PRA Governing Board, Douglas County School District, and Colorado state guidelines.
- Maintain confidentiality and meet all professional expectations related to student records, assessments, and special education compliance.
- Ensure all special education services and documentation are implemented in accordance with federal and state regulations.

### **Desired Characteristics:**

Successful candidates will:

- Believe every student can learn and achieve to meet their potential
- Demonstrate strong problem-solving and critical-thinking skills.
- Advocate for inclusion and differentiation
- Build positive relationships with students, families, and colleagues.
- Value collaboration and shared ownership of student success.
- Provide whole-child-centered compassionate support.
- Embrace continuous improvement and professional growth.
- Support the mission, vision, and culture of Platte River Academy.

### **Professional Responsibilities:**

As full-time, salaried employees, you are expected to contribute to our organization's success outside of the school day. This may include:

- **Regulatory Compliance:** Ensure all operations meet the standards of the Platte River Governing Board, Douglas County School District, and State of Colorado guidelines.
- **Talent Management:** Actively participate in the recruitment, hiring, and onboarding of staff who align with the school's cultural and academic standards.
- **School Leadership:** Participate in committees, task forces, and school improvement initiatives (minimum once per month).

Your involvement enhances our community and supports our mission, making it vital to our collective success.

## **Qualifications:**

### **Required**

- Bachelor's Degree in Education or related field.
- Valid Colorado Teaching License.
- Colorado endorsement in:
  - Special Education Generalist; or
  - Special Education Specialist; or
  - Teacher of Students with Moderate Support Needs.
- Knowledge of IDEA, Section 504, and Colorado special education regulations.
- Experience developing and implementing IEPs.
- Strong communication, collaboration, and organizational skills.
- Proficiency with educational technology and student data systems.

### **Preferred**

- Master's Degree in Special Education or related field.
- Experience in a charter school environment.
- Experience supporting students in grades K–8.
- Knowledge of structured literacy and mathematics intervention programs.
- Experience with iMTSS, progress monitoring, and educational assessment.

### **Physical Requirements**

- Ability to stand and walk for extended periods.
- Frequent bending, kneeling, reaching, and sitting.
- Ability to lift up to 25 pounds.
- Ability to move throughout the school building and campus.
- Ability to work in a variety of classroom and educational settings.
- May be required to support students during behavioral crises in accordance with district-approved training and procedures.

### **Evaluation, Compensation & Benefits**

- Annual Evaluations: Winter / Spring / Summer
- Position Type: Full-Time
- FTE: 1.0
- Contract Days: 186
- Annual At-will Employment Contract

- Salary Range: \$56,366-\$84,656 (depending on experience, education level and FTE equivalent)
- PERA (Public Employees' Retirement Association of Colorado)
- Medical/Dental/Vision - (various %'s paid by Employer, if eligible)
- Short-Term Disability - Employer Paid
- 49 hours Sick Leave
- 16 hrs Personal Leave

Please submit a resume and letter of interest to Paige Peterson: [ppeterson@prak8.org](mailto:ppeterson@prak8.org) with *K-8 Learning Specialist* in the subject line. You may also mail documents to: Platte River Academy, Attn: **Paige Peterson**, 4085 Lark Sparrow Street, Highlands Ranch, CO 80126.

To learn more about Platte River Academy, visit: [www.prak8.org](http://www.prak8.org)

Platte River Academy is an Equal Opportunity Employer and does not discriminate on the basis of race, age, gender, religious or sexual orientation.