

**PLEASE NOTE: All summer programs are contingent upon MA State of Emergency and other factors, and may not be offered, and are subject to change or cancellation.**

LOWELL PUBLIC SCHOOLS

SUMMER SCHOOL SERVICES 2020

21<sup>st</sup> Century Community Learning Centers and ASOST Grant Funding

**Position: Remote Summer Learning Program Administrator**

**Reports to: Coordinator for Special Programs**

**Dates of Employment: TBD**

Students will attend program M-TH, Fridays will be utilized for teacher/team planning and distribution of learning materials

4 Hours per day

includes 4 hours for planning sessions with District Coordinator

includes 8 hours to provide professional development and orientation with staff

includes 4 hours for final reports / data submission

**Requirements / Qualifications:**

Massachusetts teacher certification

Massachusetts certification valid for service as a supervisor (preferred)

Master's degree from an accredited college or university

At least five (5) years successful teaching experience

Experience in program development and implementation of remote learning

Competency and ability to provide support to staff with district approved online platforms including Google Suite, ZOOM Conferencing, See Saw

Supervisory experience preferred – particularly with 21<sup>st</sup> Century Community Learning Centers or ASOST grant programs

Familiarity with X2 required

**Duties / Responsibilities:**

- Participate in program planning, implementation, and staff training
- Administrative oversight of all programs in an online capacity
- Coordinate, distribute and collect instructional materials
- Supervise effective use of time for instruction
- Supervise staff and day to day operations, including attendance of staff and students
- Submit reports of student progress and attendance to sending school and Special Programs office
- Oversee follow up phone calls to parents regarding student registration and attendance

**Salary:** \$32.50hr

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**LOWELL PUBLIC SCHOOLS**

**SUMMER SCHOOL SERVICES 2020**

**21<sup>st</sup> Century/ASOST Grant Summer Program**

**Position:** Classroom Teachers - Remote Summer Learning Program

**Reports to:** Program Administrator

**Dates of Employment:**

Students will attend program M-TH, Fridays will be utilized for teacher planning and distribution of learning materials

20 days per session

4 hours per day

8 hours of program planning and meeting time will be given to teachers prior to program start.

**Requirements / Qualifications:**

- At least three (3) years successful teaching experience preferred
- Experience working as a teacher in Lowell for students with and without disabilities
- Experience working in a summer program or working in 21<sup>st</sup> Century or ASOST after school program
- Certification as a classroom teacher
- Experience with remote learning and designing engaging curriculum in an online platform
- Experience in program development and implementation of remote learning
- Competency and ability to facilitate online platforms including Google Meet, ZOOM Conferencing, See Saw

**Duties / Responsibilities:**

Report to the Program Administrator

Act as part of the 21<sup>st</sup> Century/ASOST grant team

Deliver project-based curriculum through remote hands- on engaging activities to students.

Teachers will follow the **Launch, Explore, Summary** format consisting of a daily 30 minute launch sessions with students, time for students to explore independently and a 30 minute summary session

Plan lessons to meet the individual learning needs of each child

Support the development of English learning and supports through high quality instruction

Provide remote instruction to approximately fifteen (15) students

Maintain daily classroom attendance and other relevant records

Report on student progress to families, Special Programs office

**Salary:** As per contract for up to 20 days (*4- hour days*)

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**LOWELL PUBLIC SCHOOLS**

**SUMMER SCHOOL SERVICES 2020**

**Early Childhood Summer Program**

**Position:** Classroom Teachers (up to 4) Pre K Remote Learning Program

**Reports to:** Program Administrator

**Dates of Employment:**

Students Attend: June 29- -August 7th

31 days includes 1 (4-hour) day following the end of the program for debrief and assessment.

4 hours per day

Hours 8:00-12:00pm

**Requirements / Qualifications:**

- At least three (3) years successful teaching experience preferred
- Experience working as pre k teacher in Lowell for students with and without disabilities
- Experience working in a summer program
- Certification as early childhood teacher Prek-2
- Experience with remote learning and designing engaging curriculum in an online platform
- Competency and ability to facilitate online platforms including Google Meet, ZOOM Conferencing, See Saw

**Duties / Responsibilities:**

Report to the Program Administrator

Act as part of the classroom team

Deliver thematic project-based curriculum through remote hands- on engaging activities to students

Teachers will follow the **Launch, Explore, Summary** format consisting of a daily 30-minute launch sessions with students, time for students to explore independently and a 30-minute summary session

Plan lessons to meet the individual learning needs of each child

Provide remote instruction to approximately fifteen (15) children

Maintain daily classroom attendance and other relevant records

Report on student progress to families, Special Programs office, sending schools.

**Salary:** As per contract for up to 31 days (*4- hour days*)

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**LOWELL PUBLIC SCHOOLS**

**SUMMER SCHOOL SERVICES 2020**

**Early Childhood Remote Learning Program**

**Position:**     **Program Administrator**

**Reports to:**   Coordinator for Special Programs, Coordinator of Early Childhood

**Dates of Employment:**

30 Days- Students attend July 6-August 14th

4 Hours per day

includes 4 hours for planning sessions with District Coordinator

includes 8 hours to provide professional development and orientation with staff i

includes 4 hours (*4-hour day*) for final reports / data submission

**Requirements / Qualifications:**

Massachusetts teacher certification Early Childhood/SPED

Massachusetts certification valid for service as a supervisor (preferred)

Master's degree from an accredited college or university

At least five (5) years successful teaching experience

Competency and ability to provide support to staff with district approved online platforms including Google Suite, See Saw and ZOOM Conferencing

Experience in remote learning program development and implementation

Supervisory experience preferred, particularly overseeing summer grant funded early childhood programs

Familiarity with X2 preferred

**Duties / Responsibilities:**

Participate in program planning, implementation, and staff training

Administrative oversight of remote learning program

Coordinate, distribute and collect instructional materials and technology

Supervise staff and day to day operations, including attendance of staff and students

Submit reports of student progress and attendance to sending school and Special Programs office

Oversee follow up phone calls to parents regarding student attendance

Daily entering of student attendance into X2

**Salary:** As per contract

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LOWELL PUBLIC SCHOOLS

SUMMER SCHOOL SERVICES 2020

**Gateway Grant ELL Remote Summer Learning Academy - High School Program**

**Position:** Program Administrator

**Reports to:** Coordinator for Special Programs, Coordinator for English Language Learning

**Dates of Employment:**

Program for students July 6-31 2020

4 Hours per day

includes 10 hours for planning session with District ELL Specialist

includes 8 hours to provide professional development and orientation with staff

**Requirements / Qualifications:**

Massachusetts teacher certification for ELL, ESL or related field

Massachusetts certification valid for service as a supervisor (preferred)

Master's degree from an accredited college or university

At least five (5) years successful ELL teaching experience

Experience in remote/virtual learning program development and implementation

Competency and ability to provide support to staff with district approved online platforms including Google Suite, ZOOM Conferencing

Supervisory experience preferred – particularly with English Language Learner/Newcomer Gateway Grant Summer programs

Familiarity with X2 preferred

**Duties / Responsibilities:**

Participate in program planning, implementation, field trip planning and staff training

Coordinate, distribute and collect technology and instructional materials

Supervise staff and day to day remote learning operations, including attendance of staff and students

Submit reports of student progress and attendance to sending school, ELL Department and Special Programs office

Oversee follow up phone calls to parents regarding student attendance

Daily entering of student attendance into X2

**Salary:** As per contract

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**LOWELL PUBLIC SCHOOLS**

**SUMMER SCHOOL SERVICES 2020**

**Gateway Grant English Learner Summer Program**

**Position:** Classroom Teachers (up to 10) English Learner Remote Summer Learning Program

**Reports to:** Building Administrator

**Dates of Employment:**

Students Attend: July 6-31st

23 days includes 1 (4-hour) day following the end of the program for debrief and assessment and 2 days (4 hour days) for program planning and meeting

4 hours per day

Hours 8:00-12:00pm

**Requirements / Qualifications:**

- At least three (3) years successful teaching experience preferred
- Experience working as an ESL teacher in Lowell for students with and without disabilities at the secondary level
- Experience working in a summer program
- MA ESL license (grades 5-12), ESI Certification or SEI Endorsement required
- Experience with remote learning and designing engaging curriculum in an online platform
- Competency and ability to facilitate online platforms including Google Meet and ZOOM Conferencing

**Duties / Responsibilities:**

Report to the Program Administrator

Act as part of the Gateway grant team

Deliver project-based curriculum through remote hands- on engaging activities to students

Teachers will follow the **Launch, Explore, Summary** format consisting of a daily 30-minute launch sessions with students, time for students to explore independently and a 30-minute summary session. Furthermore, as part of the Launch, teachers will provide/share content and language objectives with students

Plan lessons to meet the individual learning needs of each child

Support the development of English learning and supports through high quality instruction

Provide remote instruction to approximately fifteen (15) students

Maintain daily classroom attendance and other relevant records

Assess and evaluate student achievement via pre/post SAYO testing and performance-based assessments

Report on student progress to families, Special Programs office, sending schools.

**Salary:** As per contract for up to 23 days (*4- hour days*)

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**LOWELL PUBLIC SCHOOLS**

**SUMMER SCHOOL SERVICES 2020**

**Position:** IDEA Camp Workshop Leader

**Reports to:** Coordinator of Special Programs

**Dates of Employment:**

Plan, prepare and run half day (4 hours) weeklong remote learning workshop for 1 week, **July 6-10, July 13-17 or July 20-24<sup>th</sup>**. Multiple weeks are possible depending on enrollment.

4 hours per day

Up to 15 hours of planning time will be provided for all new workshops. If team teaching planning time will be allocated to each teacher for 10 hours

**Requirements / Qualifications:**

Massachusetts teacher certification.

Massachusetts certification in math, science, and or technology education preferred.

Minimum of five years of successful teaching experience.

Competency and ability to facilitate district determined online platforms including GSuite and ZOOM Conferencing

Prior experience in informal, hands-on, project-based learning through a virtual platform **REQUIRED** - specifically involving electricity/ circuits, motorized machines and gears, applied forces and motion concepts, the engineering design process and prototyping (knowledge of materials and building)

Formal coursework in inquiry-based or design-based learning preferred.

**Duties / Responsibilities:**

Serve as Workshop Leader for summer workshop to develop or implement an extended inquiry based hands on project, for middle school students, that incorporates the requirements and qualifications listed above.

Teachers will follow the **Launch, Explore, Summary** format consisting of a daily 30-minute launch sessions with students, time for students to explore independently and a 30-minute summary session. Furthermore, as part of the Launch, teachers will provide/share content and language objectives with students.

Must participate in program planning, prepare materials orders, and be responsible to outreach daily to students

Attend program orientation meeting in June (date TBD)

**Salary/Stipend:**

As per contract

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LOWELL PUBLIC SCHOOLS

SUMMER SCHOOL SERVICES 2020

**SPECIAL EDUCATION SUMMER PROGRAMS**

Special Education Program Specialists

**Positions:**                    **Physical Therapist (up to 2)**

**Speech Therapist/Assistants (up to 5)**

**Occupational Therapists/COTA (up to 2)**

**Dates of Employment:**

- 20 days (**July 6- August 6th**)
- 4 hours per day Monday-Thursday
- 4 hours for orientation
- 4 hours for reports and data submission

**Qualifications:**

Certification in field (Speech, Occupational Therapy or Physical Therapy)

Master's degree from an accredited college or university

At least five (5) years successful experience as Specialist preferred

Competency and ability to provide support to students with district approved online platforms including Google Suite, See Saw and ZOOM Conferencing

Experience in remote learning program development and implementation

**Duties/Responsibilities:**

- Report to the Special Education Administrator, Assistant Administrators and Program Administrator
- Provide tele-therapy services to students as determined by student's individualized education plan
- Maintain daily attendance
- Plan lessons/activities
- To provide a summary report on each child's service

**Salary:** As per contract for 23 days (4 hour days)

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LOWELL PUBLIC SCHOOLS

SUMMER SCHOOL SERVICES 2020

**Special Education Remote Learning Summer Program**

**Elementary/Middle/LHS**

**Position: Special Education Teachers (up to 35)**

**Reports to: SPED Summer Administrator**

**Dates of Employment:**

20 days - Students attend July 6-August 6 (M-Thurs)

4 hours per day

Includes 2 (4-hour) days for professional development and orientation

**Requirements / Qualifications:**

At least three (3) years successful teaching experience preferred

Special education teachers: certification appropriate for grade level

Competency and ability to facilitate district determined online platforms including GSuite and ZOOM Conferencing

Experience with remote learning and designing engaging special education curriculum in an online platform

**Duties / Responsibilities:**

- Work with the staff to provide support and professional consultation on integrating students with special needs into the remote summer school program.
- Provide instruction and/or assistance to special education students incorporating curricula and objectives that extend the regular school day curriculum and meet the Individualized Education Plan of said students.
- Plan lessons/activities/accommodations in a remote teaching and learning setting as required and/or necessary.
- Report on student progress to SPED Director, Coordinator of Special Programs and families when appropriate
- Assist in the completion of DESE and Special Education assessment reports.
- Perform such other tasks as related to the goals and objectives of the Special Education Department

**Salary:** As per contract for up to 22 days (*4- hour days*)