



# Houston Gateway Academy Charter Schools, Inc.

## Elite College Prep Academy

*Committed to Excellence in Education*

### Special Education Teacher

Houston Gateway Academy is seeking a dedicated and knowledgeable Special Education Teacher to provide high-quality, individualized instruction and support to students receiving special education services. The Special Education Teacher will ensure compliance with federal, state, and district requirements while supporting student growth academically, socially, and behaviorally in alignment with Houston Gateway Academy's mission of academic excellence, structure, and high expectations for all scholars. The ideal candidate will collaborate with general education teachers, campus staff, and families to ensure that all students receiving special education services are supported and provided access to rigorous instruction in a structured and positive learning environment.

#### Key Responsibilities:

- Develop, implement, and monitor Individualized Education Programs (IEPs) in accordance with federal, state, and district guidelines.
- Provide direct instruction and support to students receiving special education services through inclusion, small group, and/or pull-out services.
- Provide standards-based instruction aligned to the Texas Essential Knowledge and Skills (TEKS) while ensuring appropriate accommodations and modifications for students receiving special education services.
- Collaborate with general education teachers to support differentiated instruction and student success.
- Monitor student progress toward IEP goals and maintain accurate and up-to-date documentation.
- Administer and support required assessments and progress monitoring tools.
- Maintain compliance with all ARD/IEP timelines, documentation, and reporting requirements.
- Participate in ARD meetings and communicate effectively with parents regarding student progress and services.
- Support behavior intervention plans (BIPs) and provide strategies to address student behavioral and social-emotional needs.
- Maintain a structured, safe, and supportive learning environment consistent with Houston Gateway Academy expectations.
- Collaborate with campus administration, interventionists, and support staff to ensure student success.
- Ensure confidentiality of student information and special education records at all times.
- Follow all campus safety procedures and Houston Gateway Academy policies.
- Maintain professionalism and uphold Houston Gateway Academy standards and expectations.

#### Qualifications:

- Bachelor's degree from an accredited four-year college or university
- **Valid Texas Standard Teaching Certificate: SPED EC-12<sup>th</sup>**
- **Demonstrated knowledge of core subject area assigned.**
- **Satisfactory outcome of a background check. Employees are responsible for a non-refundable fingerprinting fee (approximately \$50.00).**