



White Cloud Public Schools
Building a Tradition of Excellence
www.whitecloud.net

NOTICE OF VACANCY

POSITION: PARAPROFESSIONAL— WCEL BAC COORDINATOR

LOCATION: White Cloud Elementary School

POSTING DATE: January 9, 2025

DEADLINE: January 16, 2025

QUALIFICATIONS:

Required Education/Certification:

Successful Completion of the ETS Reading, Math, Writing test or Approved College Classes/Credits or Degree High School Diploma

Preferred Experience:

Additional experience/education preferred

Skyward experience

SWIS experience

Final Forms experience

CPI (Non-violent Crisis Intervention) certified

RESPONSIBILITIES AND DUTIES: The position's responsibilities are to monitor students with behavioral issues and promote intervention strategies to be successful in the classroom academically and behaviorally.

- Supervise and assist student(s) with behavioral issues throughout the school day
- Assist student(s) with instructional needs
- Assist student(s) with daily school routine
- Assist student in creating and reviewing behavioral plans
- Assist students with chill outs, strategies, and replacement behaviors for improved behavior
- Logging student visits and SWIS discipline data entry
- Parent and staff notifications of student behavior
- Communication with staff and administration
- CPI training required or willingness to be trained
- Any other duties as determined by the building principal

Hours: 7:45 a.m. to 3:00 p.m. (6.75 hours per day)

INTERESTED CANDIDATES: Please forward via email or mail a letter of interest, resume, certifications, and references to the following address: Lorie Watson, White Cloud Elementary School, 555 Wilcox Ave., P.O. Box 1000, White Cloud, MI 49349. watsonl@whitecloud.net

Equal Opportunity Employer

NONDISCRIMINATION: In compliance with Title VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, and the Americans with Disabilities Act of 1990, it is the policy of White Cloud School District that no person shall on the basis of race, color, religion, national origin or ancestry, sex (including sexual orientation or transgender identity), age, disability, height, weight, genetic discrimination, marital status, military status, or any other legally protected category be legally excluded from participation in, be denied the benefits of, or be subjected to discrimination during any program, activity, or service or in employment. In accordance with Federal regulations, White Cloud School District has appointed a Title VII, Title IX, Section 504/ADA, and Age Discrimination Coordinator (CO). Any questions, suggestions or complaints should be directed to Ed Canning, White Cloud Public Schools, 555 Wilcox Ave., P.O. Box 1000, White Cloud, MI 49349.

• 555 East Wilcox Avenue • P.O. Box 1000 • White Cloud, MI 49349

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