



Job Title: Homebound Teacher

Reports To: Immediate Supervisor

Prepared By: The Division of Human Resources

Board Approved Date:

Pay Grade Range: TE308 to TI112

Summary: The Homebound Teacher is responsible for covering and supporting the work done at school for the child who is unable to attend school for a period of time because of medical reasons

Essential Duties and Responsibilities:

- Works with the school counselor and the classroom teacher
 - Receives assignments
 - Reports grades and progress
- For students homebound for the entire term, set up lesson plan for each subject on their schedule
- For students out of school for a short period, consult the classroom teacher and endeavor to cover the material being covered in the child's regular classroom

Other Duties:

Other duties as assigned that are related to the functions of the position.

Essential Functions/Qualifications/Requirements:

Education and Experience:

Must possess a valid teaching license. Must have a broad academic background so that most subjects can be taught on the homebound program.

Work Environment Conditions:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**Professional Conduct:**

The Employees are required to maintain a high standard of professional conduct. Breach of said professional conduct includes, but is not limited to, neglect of duty, dishonesty, engagement in acts that are contrary to East Baton Rouge Parish School System policy, unlawful activities, or any other conduct which is seriously prejudicial to the school system.

Technological Abilities:

To perform this job successfully, an individual must be proficient in general use of a computer, the use of Email as a form of communication, and other job-specific equipment, software, and/or applications.

Note: New employees coming to EBRPSS/current employees new to a position, must use the Verifent website to verify qualifying years of experience (outside of EBRPSS) aligned to the job description. All new employees to the district/current employees new to a position will receive 0 years of experience aligned to the job description until the verification of previous experience aligned to the job description is received.

[Verifent Link](#)

Experience verifications must be received in the Office of Human Resources within the first 6 months of employment in order to be eligible for a retroactive payment.