

FRESNO COUNTY SUPERINTENDENT OF SCHOOLS

CERTIFICATED POSITION

JCN: 552
EXEMPT

ADAPTED PHYSICAL EDUCATION (APE) SPECIALIST

BASIC FUNCTION:

Under the direction of the Administrator, SELPA/Special Education and assigned supervisor, teach special needs students who are precluded from participating in a general education physical education (PE) program or a specially designed physical education program as determined by special education assessment(s).

REPRESENTATIVE DUTIES:

ESSENTIAL DUTIES:

- Apply principles of growth and development to physical education instruction and adapt equipment and facilities accordingly; provide individualized instruction to students based on current Individualized Educational Program (IEP) goals.
- Conduct educational assessments related to student's progress towards meeting instructional physical education goals; provide instruction, and special education support to teach students with special needs who are precluded from participation in the activities of the general physical education program or a specially designed physical education program in a special class, from birth through age 22, including preschool, and in classes organized primarily for adults, as assigned.
- Conduct performance testing, as required.
- Confer and communicate with parents and/or caregivers and professional staff members regarding student progress.
- Coordinate and plan the work of instructional staff assigned to the program and provide input into performance evaluation process.
- Demonstrate working knowledge of lesson objectives and effective use of direct teacher instruction; provide appropriate creative learning experiences based on IEP and/or Individualized Transition Plan (ITP) in the areas of self-help and health, language and communication, social behavior, academic skills, and career/vocational skills.
- Design educational program(s) and provide instruction to meet the individual learning needs of students, which have been identified in an IEP, with consideration of the least restrictive environment.
- Determine individual goals and objectives based on diagnostic information.
- Determine professional goals and objectives through the assessment and evaluation process.
- Develop an assessment for county and district personnel for Adapted Physical Education.
- Emphasize, at the secondary school level, academic achievement, community access, career and vocational development, and preparation for adult life.
- Encourage and support physical education programs; work closely with the classroom and/or Physical Education teacher to meet student needs.
- Identify community, home, and agency resources, which can be utilized by disabled persons during after school and weekend hours.
- Maintain data collection and anecdotal records to substantiate student progress toward annual goals.
- Maintain professional standards and competence through participation in professional growth opportunities provided by the office of the Fresno County Superintendent of Schools (FCSS) and in self-directed professional growth activities.
- Monitor student progress on a regular basis and participate in the review and revision of the IEP/ ITP.

- Prepare and maintain a current work schedule.
- Prepare, maintain and submit accurate records, reports, files and documentation as assigned on each student enrolled, including but not limited to, CASEMIS, Medi-Cal reports and billing, diagnostic information, student goals and objectives, conference information from parents and other professionals; complete and submit attendance records and all other reports; prepare county and/or state reports as assigned and/or required.
- Provide appropriate and creative learning experiences with focus on integrating and connecting alternate standards aligned to the common core curriculum and the foundational skill areas.
- Provide appropriate individual assessment utilizing informal assessment procedures such as observation, interviews, and checklists as well as criterion referenced and norm-referenced standardized instruments.
- Provide in-service training and consultation to teachers regarding referrals, eligibility, definition of terms, and activities for meeting exceptional needs, developing motor patterns and skills, physical fitness, dance and rhythmic skills and games.
- Utilize comprehensive assessment results in developing appropriate IEP/ ITP goals and objectives to accommodate the wide variety of individual needs of each student.
- Work closely and cooperatively with general education classroom teachers, paraeducators, assigned supervisor, site administrator, Designated Instructional Service (DIS) staff, nurse, psychologist, parents and community agencies to provide a complete program; serve as a liaison to community agencies, parents, districts, contracted service providers, and caregivers.
- Attend and participate in a variety of assigned meetings, committees, conferences, in-services and/or special events.
- Comply with schedules, policies, regulations, procedures, orders, and directives of the County Superintendent.
- Exhibit professionally appropriate interpersonal skills including but not limited to tact, patience, flexibility and courtesy.
- Maintain a safe work environment.
- Operate a variety of office equipment, including but not limited to a computer and assigned software applications.
- Serve as a liaison between County Superintendent and administrators, personnel, outside organizations or the public concerning assigned area.
- Serve as a technical resource concerning assigned program, function or instructional area.
- Work collaboratively and maintain effective working relationships with others in the course of work in assigned area.

OTHER DUTIES:

- Drive a vehicle to conduct work using own transportation.
- Perform related duties as assigned.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

- Adapted Physical Education.
- Anatomy, physiology, kinesiology, health, and growth and development as they apply to adapted physical education programs.
- Assessment tools, treatment approach and adapted equipment for students with differing types of impairments.
- Behavior management strategies.

- Conflict resolution.
- Current methods to assess, design curriculum, implement and teach chronologically age appropriate activities in the areas of perceptual motor development, fundamental movement patterns, playground and recreational skills, physical and motor fitness, rhythms and dance.
- Current techniques to maintain a safe environment and provide support for a physically aggressive student in a non-harmful manner.
- Current techniques to prevent or intervene appropriately in order to defuse escalating student behavior.
- Impact of the disability on family interactions and development.
- Operation of specialized health care equipment and procedures for personal care of students.
- Planning, organizing, coordination, and implementation of the operations and activities of the adapted physical education instructional area to enhance educational effectiveness and efficiency of the county office.
- Principles, procedures and techniques in the development and implementation of staff training activities.
- Research methods, report writing and record keeping techniques.
- Standards of training and providing work direction.
- Proper English usage, grammar, spelling, punctuation and vocabulary in all forms of communication.
- State Education Code, local, state and federal laws, codes, regulations and requirements and county office organization, operations, policies and objectives as related to assigned activities and/or instructional area.
- Theoretical and technical aspects of field of specialty.

ABILITY TO:

- Coordinate communications, information, personnel, and resources to ensure smooth and efficient activities in job assignment and/or assigned program.
- Develop and implement modifications and intervention strategies to match specific student needs.
- Maintain a safe environment and provide support for a physically aggressive student in a non-harmful manner.
- Maintain a variety of reports and files related to job assignment and/or assigned program.
- Maintain systems, policies, standards and procedures in compliance with a variety of federal, state, and local laws, rules and regulations as they relate to job assignment and/or assigned program.
- Monitor and assess operations and activities of assigned program, function or instructional area for educational effectiveness and operational efficiency.
- Plan, organize, coordinate, and implement curriculum and activities for students who are referred to adapted physical education, to enhance educational effectiveness and efficiency of the county office.
- Plan, teach and/or provide alternate instructional strategies with specialized equipment and/or materials.
- Prevent or intervene appropriately in order to defuse an escalating student.
- Provide appropriate, effective and motivating learning experiences for students from a wide range of socio-economic levels and cultural backgrounds.
- Analyze and evaluate situations accurately and adopt an effective course of action.
- Communicate effectively both orally and in writing.
- Drive a vehicle to conduct work.
- Interpret, apply, and explain rules, regulations, policies and procedures.

- Maintain consistent, reasonably regular, punctual attendance consistent with federal, state and local standards.
- Perform non-instructional duties and responsibilities in an efficient and effective manner.
- Safely and successfully perform essential job functions consistent with federal, state and local standards, including meeting qualitative and/or quantitative productivity standards.
- Work confidentially and with discretion.
- Work independently with little direction.

EDUCATION AND EXPERIENCE:

EDUCATION:

- Bachelor's degree.
- Master's degree in Special Education preferred.

EXPERIENCE:

- Two years teaching experience preferred.
- Special training and/or experience working with students who are physically disabled is preferred.

LICENSES AND OTHER REQUIREMENTS:

- Valid California Education Specialist Credential, Multiple Subject or Single Subject with Adapted Physical Education added authorization or eligibility to be granted a Waiver authorizing provision of services to students with identified APE needs.
- Valid California driver's license; when driving for work, maintain automobile liability insurance in accordance with California Insurance Code section 11580.1 or maintain other statutorily authorized financial responsibility.
- Enrollment in the California Department of Motor Vehicles Government Employer Pull Notice Program at time of hire and throughout employment with the County Superintendent.
- Valid Defensive Driving Certificate issued by an authorized agency within one year of date of hire.
- Valid First Aid and CPR Certificate issued by an authorized agency within one year of date of hire.
- Valid Non-Violent Crisis Intervention Certificate issued by an authorized agency within one year of date of hire.
- This position requires a pre-placement medical assessment (paid for by FCSS) at a clinic selected by the county office. Any offer of employment is contingent upon successful certification by designated physician that applicant is able to perform essential functions of the job, with or without reasonable accommodation.

WORKING CONDITIONS:

ENVIRONMENT:

- Drive a vehicle to conduct work, using own transportation.
- Office and/or school facility environment.
- School playground or campus and community based instructional environments, emphasizing age- appropriate student instruction and training.
- Regular interruptions.
- Small and large group meetings.

PHYSICAL DEMANDS:

- Bending at the waist, kneeling or crouching; climb or balance.
- Eyesight corrected or uncorrected sufficient to read a variety of materials including but not limited to fine print.
- Hearing with or without use of hearing aid(s) sufficient to hear any conversation with others; understandable voice and speech patterns.
- Manual dexterity and coordination sufficient to operate office and/or classroom equipment.
- Sitting, standing and/or walking for extended periods of time.
- Use hands to handle and/or feel; reach with hands and arms.
- Must frequently lift, push, pull or carry up to ten (10) pounds and occasionally lift and/or move at least fifty (50) pounds.

The physical demands and working conditions described here are representative of those that must be met by an employee to successfully perform the essential functions of this position, subject to reasonable accommodation.

HAZARDS:

- Abusive and potentially harmful outbursts from students which may pose a threat to staff and/or students.
- Possible contact with blood and/or other body fluid(s).

This position description may not be an exhaustive list of all duties, knowledge, or abilities associated with this classification, however it is intended to accurately reflect the principal job elements. Related duties, knowledge, or abilities to those expressly stated may also be required for successful performance of the position.

APPROVED:

Effective: May 14, 2013

Revised: April 12, 2018