
BOARD AGENDA ITEM

Information/Discussion_____

Future Action_____

Action __X__

Item: GSRP additional classrooms

Submitted by: Ashley Karsten

Date: ____5/8/2025_____

Recommended by: Jenny Fee

Board Meeting Date: ____5/19/2025_____

RECOMMENDATION:

As pre-k for all expands in Kent County, we plan to open 9 additional classrooms, run directly by Kent ISD in local district buildings. We are asking that the Board approve the addition of 9 GSRP Lead Teachers and 9 GSRP associate teachers.

BACKGROUND:

As Pre K for All continues to gain momentum, the Great Start Readiness Program is being tasked with offering more classrooms to 4 year old children. Some local districts are looking to expand the number of GSRP classrooms within the district.

Districts looking to expand are:

Kentwood
Kent City
Kenowa
Forest Hills
Sparta
Caledonia
Grandville

POSITION DESCRIPTION

Position:

Lead Teacher- Great Start Readiness Program

Classification:

Exempt

Terms of Employment:

172 days per year; 35 hours per week

Broad Statement of Responsibilities:

Prepare students for kindergarten in a safe and nurturing preschool environment.

Minimum Requirements:

1. A valid Michigan teaching certificate and an Early Childhood Education (ZA) or Early Childhood-General and Special Education (ZS) endorsement
 - i) *OR* – A bachelor's degree in early childhood education or child development with a specialization in preschool teaching. The transcript will document a major, rather than a minor, in child development or early childhood education.
 - ii) *OR* –

Preferred Requirements:

1. Certification of CPR and First Aid required by State Licensing.
2. Teaching experience with at-risk children.
3. Experience working with early childhood curriculum.

Specific Duties and Responsibilities:

1. Develop high-quality weekly lesson plans with fidelity to the Connect4Learning curriculum.
2. Lead/ facilitate developmentally appropriate learning activities for all parts of the preschool day.
3. Gather child assessment data to plan for individualized instruction.
4. Attend home visits, conferences, family events/ advisory meetings, and open houses.
5. Actively participate in all planned professional development and PLCs.
6. Maintain child files.
7. Ensure compliance with all licensing standards.
8. Maintain confidentiality.
9. Develop positive partnerships with families and other staff members.
10. Guide and collaborate with an Associate Teacher.
11. Responsible for daily operation of the program.

Knowledge, Skills, and Abilities Required:

1. Knowledge and experience working with preschool, early elementary, and/or early childhood education.
2. Ability to plan, prepare, and carry out engaging educational activities that promote the social-emotional, academic, and physical development of the whole child.
3. Ability to establish and maintain a safe and secure learning environment.
4. Ability to communicate effectively with young children and their families.
5. Display sensitivity in meeting the needs of a diverse population of children and families.

6. Ability to communicate clearly and concisely, both orally and in writing.
7. Ability to apply common sense understanding and learned skills while interacting with students and adults.
8. Ability to develop effective working relationships with students, staff, and the school community.
9. Demonstrate self-directedness and initiative when given a variety of tasks and responsibilities.

Physical Requirements:

1. Frequently stand, walk, sit, talk and hear.
2. Regularly reach with hands and arms.
3. Regularly sit on the floor with children for extended periods of time.
4. Regularly get up and down from the floor.
5. Regularly lift up to 40-70 pounds.
6. Occasionally climb or balance; stoop, kneel, crouch, or crawl.
7. Specific vision abilities required by this job include close vision, distance vision, and peripheral vision.
8. The employee needs to be able to tell where a sound is coming from and hear in a noisy environment.
9. Employee must possess physical ability sufficient to employ physical intervention strategies when necessary, i.e. non-violent crisis intervention techniques.

The above is intended to describe the general content of and requirements for the performance of this position. It is not to be construed as an exhaustive statement of duties, responsibilities, or requirements.

KENT ISD GSRP ASSOCIATE TEACHER - POSITION DESCRIPTION

Position:

Associate Teacher- Great Start Readiness Program/Kent ISD

Classification:

Non-Exempt

Terms of Employment:

172 days per year; 35 hours per week

Broad Statement of Responsibilities:

Prepare students for kindergarten in a safe and nurturing preschool environment.

Minimum Requirements:

1. An associate's degree (AA) in early childhood education or child development or the equivalent
 - i. *OR* A valid classroom CDA credential;
 - ii. *OR* Willingness to obtain CDA or associate's degree in early childhood education or child development within two years

Preferred Requirements:

1. Certification of CPR and First Aid required by State Licensing.
2. Teaching experience with children.
3. Experience working with early childhood curriculum.

Specific Duties and Responsibilities:

1. Facilitate developmentally appropriate learning activities for all parts of the

preschool day.

2. Support lead teacher in developing high-quality weekly lesson plans with fidelity to the Connect4Learning curriculum.
3. Gather child assessment data to plan for individualized instruction.
4. Attend home visits, conferences, family events/ advisory meetings, and open houses.
5. Actively participate in all planned professional development and PLCs.
6. Maintain child files.
7. Ensure compliance with all licensing standards.
8. Maintain confidentiality.
9. Develop positive partnerships with families and other staff members.
10. Collaborate with the lead teacher.

Knowledge, Skills, and Abilities Required:

1. Knowledge and experience working with preschool, early elementary, and/or early childhood education.
2. Ability to plan, prepare, and carry out engaging educational activities that promote the social-emotional, academic, and physical development of the whole child.
3. Ability to establish and maintain a safe and secure learning environment.
4. Ability to communicate effectively with young children and their families.
5. Display sensitivity in meeting the needs of a diverse population of children and families.

6. Ability to communicate clearly and concisely, both orally and in writing.
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