

**WOODFORD COUNTY BOARD OF EDUCATION
AGENDA ITEM**

ITEM #: 14F **DATE:** February 19, 2019

TOPIC/TITLE: Speech Therapist Job Description Gw

PRESENTER: Garet Wells

ORIGIN:

- ☐ TOPIC PRESENTED FOR INFORMATION ONLY (No board action required.)
☒ ACTION REQUESTED AT THIS MEETING
☒ ITEM IS ON THE CONSENT AGENDA FOR APPROVAL
☐ ACTION REQUESTED AT FUTURE MEETING: (DATE)
☐ BOARD REVIEW REQUIRED BY

- ☐ STATE OR FEDERAL LAW OR REGULATION
☒ BOARD OF EDUCATION POLICY
☐ OTHER:

PREVIOUS REVIEW, DISCUSSION OR ACTION:

- ☒ NO PREVIOUS BOARD REVIEW, DISCUSSION OR ACTION
☐ PREVIOUS REVIEW OR ACTION

- ☐ DATE:
☐ ACTION:

BACKGROUND INFORMATION:

Board Policy 03.11 states in part "All employees shall receive a copy of their job description and responsibilities."

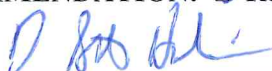
SUMMARY OF MAJOR ELEMENTS:

Requesting the Board approve the attached job description for the position of Speech Therapist.

IMPACT ON RESOURCES:

TIMETABLE FOR FURTHER REVIEW OR ACTION: N/A

SUPERINTENDENT'S RECOMMENDATION: ☒ Recommended ☐ Not Recommended



**WOODFORD COUNTY SCHOOLS
JOB DESCRIPTION**

JOB TITLE: SPEECH THERAPIST

Job Code: 0255

IMMEDIATE SUPERVISOR: Director of Special Education

QUALIFICATIONS:

- Valid Speech-Language Pathology license issued by the Kentucky Board of Speech-Language Pathology and Audiology, OR
- Valid certificate issued by the Kentucky Education Professional Standards Board in the area of communication disorders
- Pass Health Examination
- Have no immoral or criminal history
- Have the ability to work with other staff members, the community, parents and children

DUTIES:

- Prepare written evaluations and maintain records which clearly and succinctly document services provided, student progress and discharge from therapy as recommended to the Admissions & Release Committee.
- Comply with evaluations standards and determine eligibility for services based on the *Kentucky Eligibility Guidelines for Communication Disorders*.
- Effectively communicate test results, diagnosis and proposed treatment plans to the *Admissions and Release Committee*.
- Participate in the multidisciplinary team process regarding eligibility issues, *Individual Education Plan* (IEP) development, consultation services and service delivery models.
- Assure compliance with established state and federal laws, regulations, policies, and procedures.
- Prepare reports as needed by the local school district and/or the KY Department of Education.
- Develop treatment plans consistent with the IEP. Review therapy goals and objectives and make recommendations for changes as appropriate to the Admissions & Release Committee.
- Employ instructional/therapeutic methods and materials that are appropriate for meeting each student's goals and objectives.
- Operate and maintain a variety of therapeutic equipment and train others in use of the equipment as necessary.
- Participate in hearing screening programs to identify and refer students with suspected hearing impairment and/or middle ear disorders.

- Supervise and coordinate the activities of any assigned staff. Adhere to state law regarding the type and amount of supervision required for licensed speech-language pathology assistant(s).
- Communicate with students who have disorders of communication, their families, caregivers and other service providers relative to the student's disability and its management. Assist in development of classroom activities to meet the communication needs of the student.
- Communicate with appropriate agencies, schools and other organizations as needed in order to meet the needs of students with communication disabilities.
- Remain current concerning instructional and technological advances and other matters concerning speech-language therapy. Attend and participate in professional workshops and conferences. Provide in-service training to other professionals and paraprofessionals.
- Attend staff meetings and serve on committees as needed.
- Operate office equipment, as appropriate.
- Other duties as assigned by supervisor.

EDUCATION AND EXPERIENCE:

A master's degree or any combination equivalent to a master's degree in the area of speech-language pathology from an accredited program in speech-language therapy, and all other requirements as set forth in KRS334A.050.