

Sorted by Class Code

Class Code: 0250

### JOB DESCRIPTION

Position Title: School Psychologist

Responsible To: Exceptional Child Coordinator/Director of Special Education

Basic Function: To provide psychological and psychoeducational services to students, parents and school staff; tailor their services to the particular needs of each student and each situation; provide leadership, expertise and direction to positively effect the educational outcome of students in need.

#### Performance Responsibilities and Duties:

1. Shall provide consultation to staff on a referral/request basis for all students.
2. Shall make recommendations to school staff concerning behavioral intervention plans for students.
3. Shall provide assistance to school staff concerning various disabilities to teachers and parents as requested.
4. Shall conduct standardized, individual assessment, especially in the areas of cognition and behavior, as requested by ARC and 504 committees.
5. Shall develop integrated written reports for eligibility determinations for ARC and 504 committees.
6. Shall interpret individualized assessment reports for ARC and 504 committees, administrators, and parents.
7. Shall provide training and assistance to staff in special programs such as day treatment, EBD Autism and FMD.
8. Shall act as a district trainer for special education and related staff concerning Crisis Intervention/Crisis Management or Crisis to Care.
9. Shall provide Mental Health screening and support for Head Start Program.
10. Shall provide additional staff training on a variety of topics on an as needed basis.
11. Shall collaborate with community services to ensure smooth linking of services and referral as needed.
12. Shall provide program evaluation as needed.
13. Shall provide prevention services for families, at-risk students and staff.
14. Shall provide mental health counseling, crisis intervention, assessment and referral as needed to students or staff.
15. Shall maintain professional standards by delivering services consistent with guidelines for professional practice and codes of ethics.
16. Shall adhere to relevant laws, policies and lines of authority and maintains and updates knowledge and skills in school psychology and education.
17. Shall assist supervision of 504 services and maintain appropriate data as needed.
18. Shall arrange for training of and assignment of responsible staff as related to 504 services as needed.
19. Shall provide supportive programmatic and consultation/organizational services to district school counselors.
20. Shall provide direct supervision to Health Services staff.

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21. Shall provide oversight of data reporting to the Kentucky Department of Education and facilitate appropriate maintenance of student records related to health documentation.

22. Shall provide support and consultation in lessons and classroom materials offered through School Health.

23. Shall review and assist in the revision of policies/procedures for the Board of Education and Superintendent approval based on current law and Department of Education best practices related to health issues.

24. Shall perform other duties related to the position as assigned by the Supervisor.

**Minimum Qualifications:**

- Shall hold the required Kentucky certification for the assigned position.
- Shall demonstrate the ability to work effectively with students, peers and adults.
- Shall demonstrate the ability to communicate effectively with students, parents, teachers and administrative staff.
- Shall have the ability to sit, stoop, possibly lift up to 50 pounds or more, any and all body movements as related to the job description.

**Terms of Employment:** Days and salary to be established by the Board.

**Evaluation:** Performance of this job will be evaluated in accordance with provisions of board policy for Professional Personnel.

160.380(8) (b) Each application or renewal form, provided by the employer to an applicant for a certified or classified position, shall conspicuously state the following: "FOR THIS TYPE OF EMPLOYMENT, STATE LAW REQUIRES A NATIONAL AND STATE CRIMINAL HISTORY BACKGROUND CHECK AND A LETTER, PROVIDED BY THE INDIVIDUAL, FROM THE CABINET FOR HEALTH AND FAMILY SERVICES STATING THE APPLICANT HAS NO FINDINGS OF SUBSTANTIATED CHILD ABUSE OR NEGLECT FOUND THROUGH A BACKGROUND CHECK OF CHILD ABUSE AND NEGLECT RECORDS MAINTAINED BY THE CABINET FOR HEALTH AND FAMILY SERVICES.