



Kenton County School District | *It's about ALL kids.*

**THE KENTON COUNTY BOARD OF
EDUCATION**

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Dr. Henry Webb, Superintendent of Schools

KCSD ISSUE PAPER

DATE:

07/24/2020

AGENDA ITEM (ACTION ITEM):

Consider/Approve the revision of the following job descriptions: School Psychologist and Speech Language Pathologist.

APPLICABLE BOARD POLICY:

03.233 "Duties": Job Description

HISTORY/BACKGROUND:

With the approval of the 2020-21 salary schedule and changes to the District organization chart, it is necessary to revise the job descriptions of School Psychologist and Speech Language Pathologist.

FISCAL/BUDGETARY IMPACT:

No fiscal impact

RECOMMENDATION:

It is recommended the Board approve the revision of the following job descriptions: School Psychologist and Speech Language Pathologist.

CONTACT PERSON:

Matt Rigg, Executive Director of Human Resources

Principal



District Administrator



Superintendent

Use this form to submit your request to the Superintendent for items to be added to the Board Meeting Agenda.

Principal –complete, print, sign and send to your Director. Director –if approved, sign and put in the Superintendent's mailbox.

Kenton County Board of Education

Board Members: Carl Wicklund, Chairperson Karen L. Collins, Vice Chairperson Carla Egan Shannon Herold Jessica Jehn
"The Kenton County Board of Education provides *Equal Education & Employment Opportunities.*"

Kenton County School District
Job Description: School Psychologist
Job Class Number: 0250

TITLE: School Psychologist

QUALIFICATIONS:

1. Certified by State Department of Education or licensed by the state of KY
2. Experience as a school psychologist preferred

REPORTS TO: ~~Assistant Superintendent, Executive Director~~ **Director of Special Education**, or designee

SUPERVISES: None

JOB GOAL: To enable students to derive the fullest possible educational experience from school by promoting their sense of self and by treating any psychological or mental health problems

PERFORMANCE RESPONSIBILITIES:

1. Serve as a member of the assigned school's multidisciplinary and RTI/504 teams
2. Provide data and evidence based information to teachers, counselors and administrators for educational planning purposes
3. Consult with parents, faculty, staff, administrators, and others to enhance their work with students
4. Research and advise regarding strategies and interventions for students exhibiting learning/behavioral difficulties
5. Interpret relevant information concerning the developmental/mental health needs of students
6. Participate in the development of a comprehensive evaluation plan
7. Explain and discuss purposes of assessment, procedural safeguards, due process rules and regulations, and other information for parents, staff and administrators
8. Follow all district special education policies and procedures, including timelines for psychological evaluations
9. Complete relevant components of evaluation as specified in an evaluation plan, using appropriate assessment tools and diagnostic practices, including integrated assessment reports of findings
10. Work with teachers and other support personnel to provide mental health support for students in a crisis situation
11. Intervene in problem/conflict situations and conduct follow-up counseling sessions as needed
12. Provide a safe, confidential setting in which students present their needs and concerns
13. Utilize a broad range of techniques and accepted theories appropriate to school counseling
14. Work with teachers and administrators relevant to behavior management to promote and support appropriate intervention strategies, including PBIS and RTI
15. Attend staff and other meetings as scheduled and required
16. Complete 504 and ARC Chairperson Trainings and chair meetings as assigned when not involved in the evaluation of students
17. Conduct student risk/threat assessments as needed and requested
18. Conduct required First Steps evaluations during the summer months as assigned
19. Obtain Effective Instructional Leadership hours as required by law
20. Function as additional lead special education teacher in assigned buildings
21. Perform other duties as assigned by the supervisor

TERMS OF EMPLOYMENT:

- Days per fiscal year: ~~230~~ **200** days

Kenton County School District
Job Description: School Psychologist
Job Class Number: 0250

- Salary Schedule: ~~Salary and work year to be established by the Administrative Salary Index as approved by the Board of Education~~ **Certified Salary Schedule and Certified Salary Index**
- FLSA Status: Exempt

EVALUATION:

Performance of the position will be evaluated annually by ~~the~~ **an Assistant Superintendent, Executive Director** **Director of Special Education**, or designee

APPROVED: 11/25/1980

REVISED: 08/20/2001, 05/06/2013, 06/01/2015, 06/14/2018

Kenton County School District
Job Description: Speech Language Pathologist
Job Class Number: 7294

TITLE: Speech Language Pathologist

QUALIFICATIONS:

1. Master's Degree in Communication Disorders
2. Licensure issued by Kentucky Board of Speech-Language Pathology and Audiology

REPORTS TO: ~~Assistant Superintendent, Executive Director~~ **Director of Special Education, Principal**, or designee

SUPERVISES: None

JOB GOAL: To enable students to develop communication skills needed to achieve and derive benefit from academic and social interactions

PERFORMANCE RESPONSIBILITIES:

1. Conducts screenings and evaluation of students with communicative or hearing disorders
2. Evaluates and diagnoses speech and language disorders according to the Kentucky Eligibility Guidelines
3. Develops and implements individualized education plans (IEP) to meet the unique needs of each student receiving therapy services
4. Develops appropriate service delivery models to meet the needs of students
5. Refers students to other professional and community agencies as needed
6. Consults with classroom teachers and other school personnel to facilitate carryover of therapy gains into classroom activities
7. Provides information, support and guidance regarding communication to parents/guardians and families
8. Assists teachers in the identification of students with communicative disorders
9. Maintains records and progress data for students evaluated and receiving services
10. Engages in personal professional growth
11. Demonstrates professional ethics and leadership
12. Coordinates services with other school programs
13. Demonstrates proficiency in oral and written communication
14. Adheres to school district rules, administrative procedures, local board policy, and state and federal regulations
15. Performs other duties as assigned by the supervisor

TERMS OF EMPLOYMENT:

- 187 Days
- Salary Schedule: ~~Masters = S5; Masters + Certificate in Communication Disorders = S6;~~ **on the** Classified Professional Salary Schedule
- FLSA Status: Exempt

EVALUATION:

Performance of the position will be evaluated by ~~the an Assistant Superintendent, Executive Director~~ **Director of Special Education, Principal**, or designee

APPROVED: 11/25/1980

REVISED: 03/15/2004, 06/01/2015, 08/13/2015, 06/14/2018, 06/01/2020