

NEW: Submitted:  
12/14/2022 12/13/2022

JOB TITLE:	ECE IMPLEMENTATION COACH-DIAGNOSTIC CENTER
DIVISION	EXCEPTIONAL CHILD EDUCATION
SALARY SCHEDULE/GRADE:	III
WORK YEAR:	AS APPROVED BY THE BOARD
FLSA STATUS:	EXEMPT
JOB CLASS CODE:	
BARGAINING UNIT:	CERT

SCOPE OF RESPONSIBILITIES
Coordinate and assist the Diagnostic Center Exceptional Child Education (ECE) team to use data to support, administer, score, and interpret assessments; maintain compliance with district Exceptional Child Education procedures. Provide technical assistance and support for the implementation of the Kentucky Administration Regulations (KAR's) and the Individuals with Disabilities Act (IDEA). Review and use data to support ARC decisions regarding identification, location and evaluation; assist in development of Individualized Education Programs (IEP).

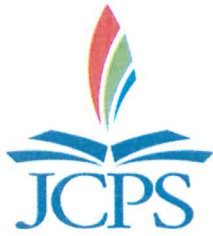
PERFORMANCE RESPONSIBILITIES & EVALUATION CRITERIA
Chairs and/or serves as committee member for Admission and Release Committee (ARC) meetings according to policies and procedures/timelines, complete ARC forms correctly and accurately
Assists staff, parents, etc. in referral procedures, collect and document required information at the ARC to act upon referral (updated screenings, documentation of interventions, etc.)
Adheres to policies for completing evaluations within specified timelines and prepares data in conjunction with the evaluation team, competently administers, scores, and interprets assessments
Participates in decision making for program planning and development of Individual Education Programs aimed at improving individual student achievement and access
Guides and coaches teams to implement appropriate evidence-based practices and builds teacher capacity for successful implementation of classroom and student-based strategies
Analyzes student performance data to increase school readiness
Provides input for effective and efficient scheduling to maximize student access to general curriculum
Enters Exceptional Child Education data into the state student information system and assists with the development of mid-year and end-of-year reports
Develops and maintains a positive rapport with families and staff
Attends trainings and meetings as directed by Chief of Exceptional Child Education
Performs other duties as assigned by the supervisor

PHYSICAL DEMANDS
The work is performed while standing or walking. The work requires the use of hands for simple grasping and fine manipulations. The work at times requires bending, squatting, crawling, climbing, reaching, with the ability to lift, carry, push or pull light weights.

MINIMUM QUALIFICATIONS
Kentucky Teaching Certificate in Interdisciplinary Early Childhood Education (IECE) or special education
Master's Degree or higher
Ability to work successfully with people

Working knowledge of federal and state laws and regulations regarding programs for exceptional children
Ability to work cooperatively in a team situation
Three (3) years of successful teaching experience.
Demonstrated decision-making abilities
Effective communication skills

DESIRABLE QUALIFICATIONS
Experience in a diverse workplace
Demonstrated leadership ability
Demonstrated ability to write distinctly and to organize data
Demonstrated experience in chairing ARC meetings and/or IEP development



NEW: Submitted:  
12/14/2022 12/13/2022

JOB TITLE:	RESOURCE TEACHER- EXCEPTIONAL CHILD EDUCATION (ECE) (AGES 3 TO 5)
DIVISION	EXECPTIONAL CHILD EDUCATION
SALARY SCHEDULE/GRADE:	III
WORK YEAR:	195 DAYS
FLSA STATUS:	EXEMPT
JOB CLASS CODE:	
BARGAINING UNIT:	CERT

#### SCOPE OF RESPONSIBILITIES

Assist District staff in the implementation of consistent and appropriate ECE (Exceptional Child Education) programs and compliance; analyze data collected through the Child Find screening and diagnostic process and provides both prompt support and feedback to personnel, families, and community members; provide technical support and coaching to the Early Childhood Diagnostic team; provide direct services and consultation to local schools and community agencies on intervention strategies, best practices in instruction, materials selection, curriculum, and staff development; participates in pre-referral, referral, assessment, placement, and follow-up activities; assists the department in collecting and compiling data as needed for appropriate evaluation and placement of children, as well as for District, state and federal reports; coordinates and participates in parent involvement, staff development and community agency development activities.

#### PERFORMANCE RESPONSIBILITIES & EVALUATION CRITERIA

Assists in the coordination of a multi-tiered system of support with consistent standards and best practices to ensure equitable support needed by diagnostic team members to address the needs of children ages 3-5

Provides professional development in a variety of formats, including follow-up support

Works in a collegial manner to provide support and feedback through modeling, mentoring and coaching as needed for Early Childhood Diagnostic Center team members and Early Childhood staff

Maintains and documents regular communication, including problem-solving, with staff, leaders and the community to ensure the effectiveness of the screening, intervention and diagnostic process

Administers educational assessments for preschool students within the District as needed

Assists team in collecting, analyzing, and evaluating data

Analyzes student data and effective implementation of evidence-based interventions for students suspected of having a disability

Serves as Admissions and Release Committee (ARC) member as appropriate

Completes all training and other compliance requirements as assigned by the Chief of Exceptional Child Education and by the designated deadline

Demonstrates and maintain a thorough understanding of developmental screenings and Child Find regulatory standards

Performs other duties as assigned by supervisor

#### PHYSICAL DEMANDS

The work is performed while standing or walking. The work requires the use of hands for simple grasping and fine manipulations. The work at times requires bending, squatting, crawling, climbing, reaching, with the ability to lift, carry, push, or pull light weights.

#### MINIMUM QUALIFICATIONS



Master's degree with valid Kentucky Teaching Certificate Interdisciplinary Early Childhood Education (IECE) or certification endorsed in some area of special education or related field
Ability to work successfully with diverse groups
Three (3) years of successful teaching experience
Effective communication skills

DESIRABLE QUALIFICATIONS
Experience in developing and implementing evidence-based interventions for children ages 3-5
Experience in administering developmental screenings with children ages 3-5
Demonstrated leadership ability
Demonstrated ability to write distinctly and organize data
Experience in planning and developing systems
Experience in a diverse workplace



NEW: Submitted:  
12/14/2022 12/13/2022

JOB TITLE:	SPECIALIST – ECE DATA SYSTEMS
DIVISION	EXECPTIONAL CHILD EDUCATION
SALARY SCHEDULE/GRADE:	II, GRADE 9
WORK YEAR:	AS APPROVED BY THE BOARD
FLSA STATUS:	EXEMPT
JOB CLASS CODE:	
BARGAINING UNIT:	CLAS

#### SCOPE OF RESPONSIBILITIES

Provides technical assistance to the Exceptional Child Education department in the areas of accountability and data systems, monitoring and implementation of assigned program or activity; provides professional development as assigned; surveys system wide needs in area of assignment and determines effectiveness of assigned program or activity; ensures compliance with the Individuals with Disabilities Act (IDEA), Kentucky Administrative Regulations (KARs), and District ECE policies/procedures; works closely with the Chief of ECE to support all aspects of the ECE work for the District.

#### PERFORMANCE RESPONSIBILITIES & EVALUATION CRITERIA

Assumes responsibility for maintenance and documentation of existing data systems for ECE compliance

Plans and designs new systems and modifies existing systems to meet special data or accountability requirements based on ECE department compliance needs

Prepares and/or assists in preparation or reports, records and other documentation as required for ECE, 504, Home Hospital, and other ECE departmental needs

Assures compliance with federal, state and District policy, administrative procedures and IDEA requirements

Provides technical assistance to ECE department staff

Maintains communication and works closely with Chief of ECE and ECE staff regarding information, developments and implementation of accountability and data systems

Accumulates and researches data, documents and other pertinent information as required

Prepares, delivers or assists with training opportunities as appropriate

Completes all trainings and other compliance requirements as assigned and by the designated deadline

Performs other duties as assigned by supervisor

#### PHYSICAL DEMANDS

The work is primarily sedentary. The work requires the use of hands for simple grasping and fine manipulations. The work at times requires bending, squatting, climbing, reaching, with the ability to lift, carry, push or pull light weights.

#### MINIMUM QUALIFICATIONS

Bachelor's Degree

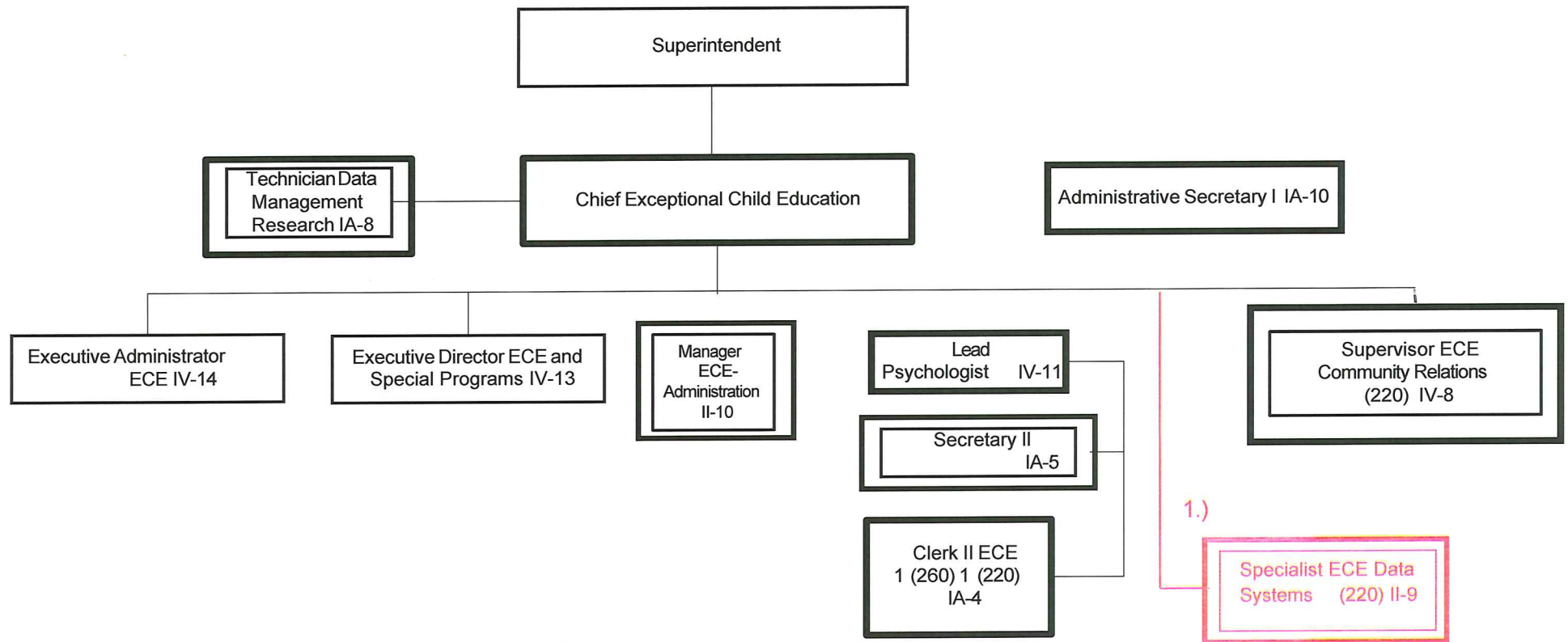
Three (3) successful years of experience in system applications

Experience with programming and database structures

Effective communication skills

#### DESIRABLE QUALIFICATIONS

Master's Degree or higher in area of research, program evaluation, statistics, or related field
Knowledge of IDEA and special education regulations
Successful experience in area of research methods and strategies
Experience in a diverse workplace

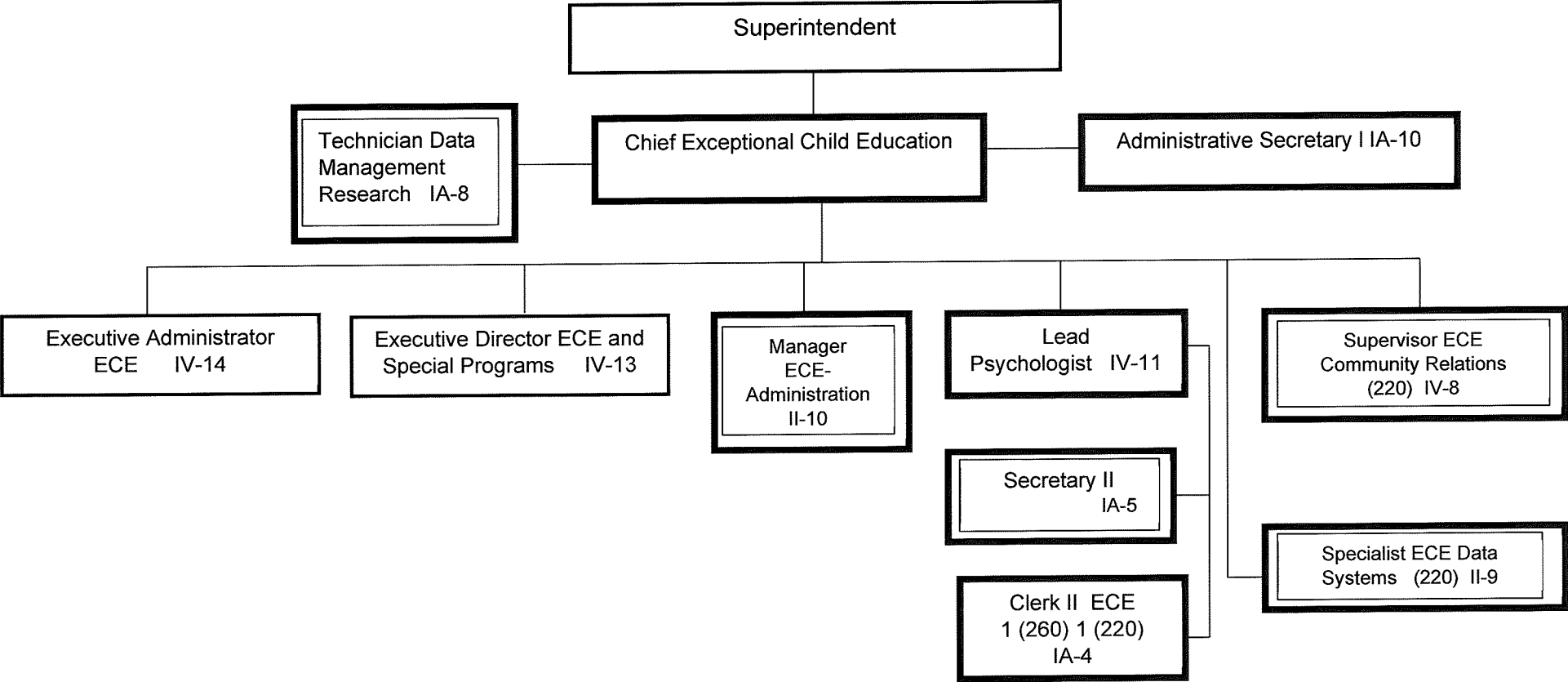


1.) Add Specialist ECE Data Systems

Summary:

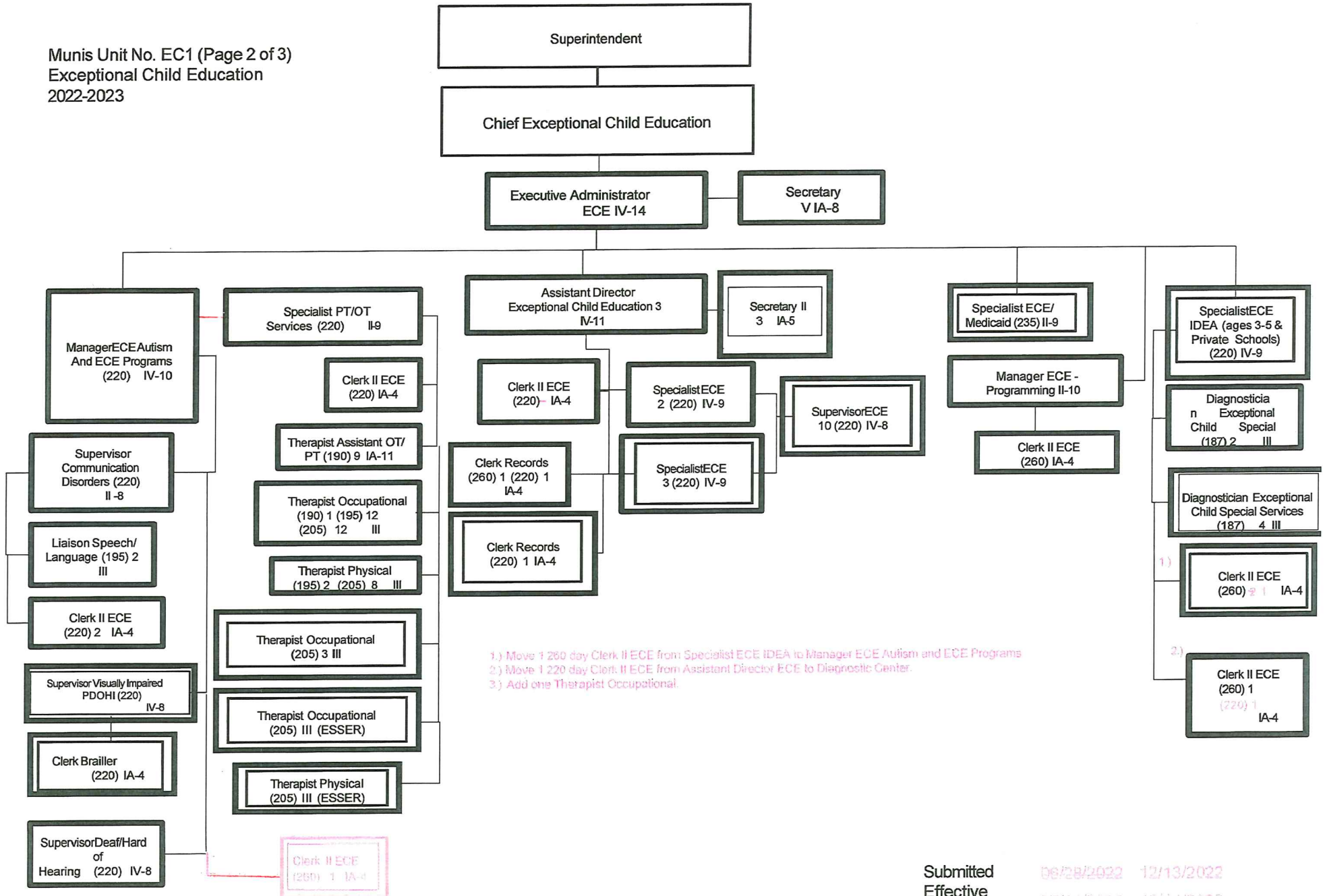
General Fund Positions: 7  
 Categorical Fund Positions: 4 5

Submitted 06/28/2022 12/13/2022  
 Effective 07/01/2022 12/14/2022



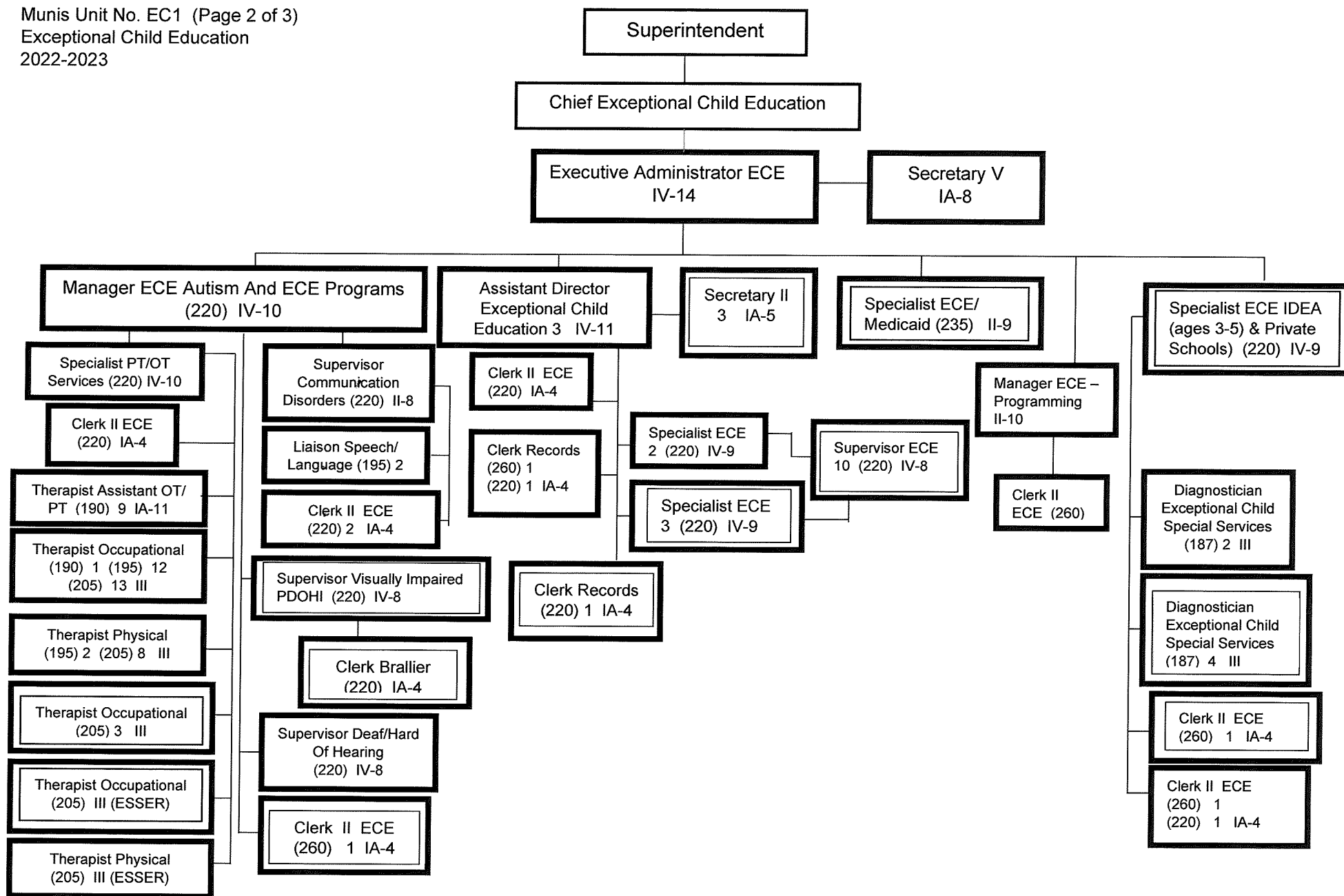
Summary:  
General Fund Positions: 7  
Categorical Fund Positions: 5



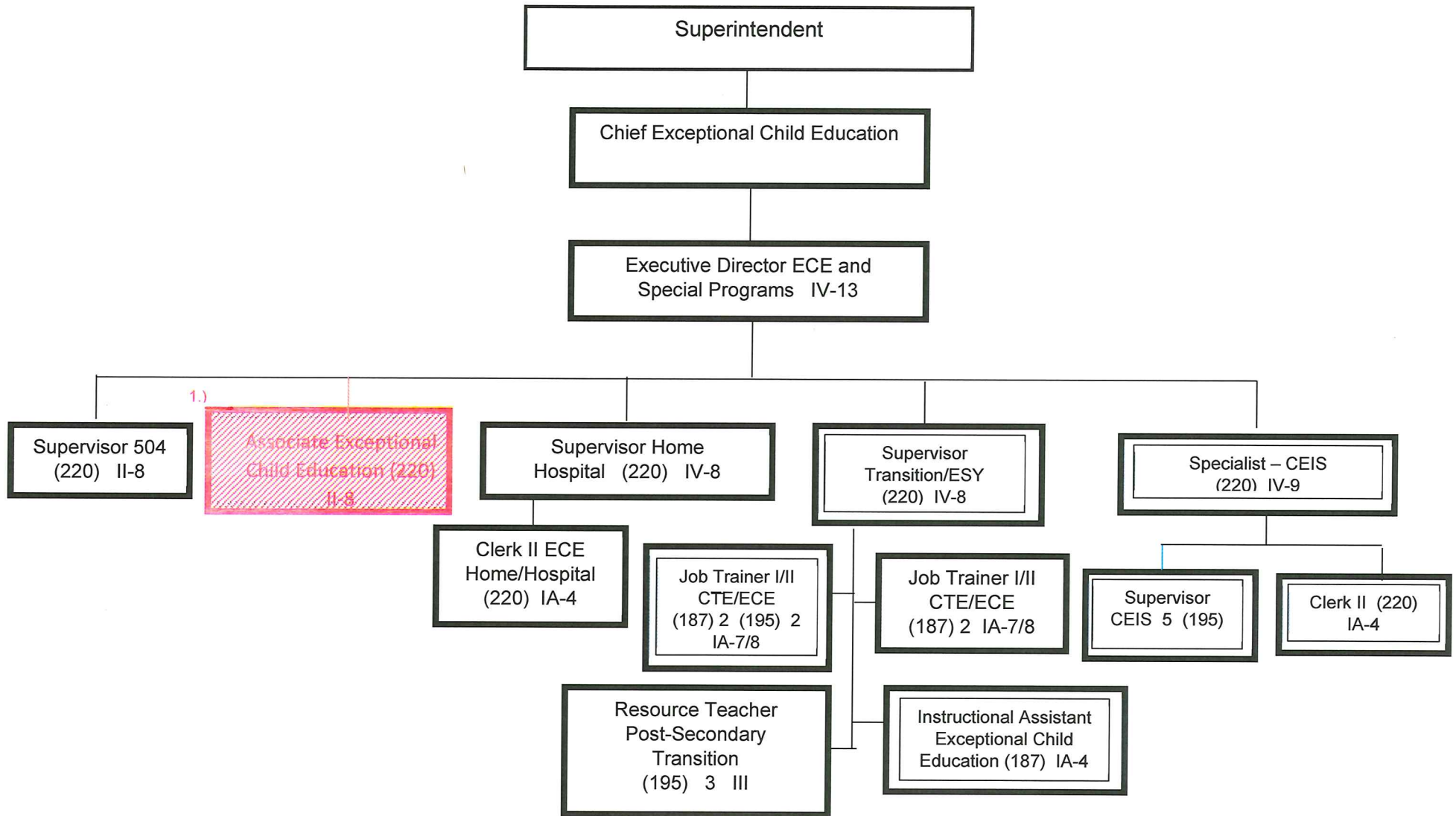


Summary:  
 General Fund Positions: 68 73  
 Categorical Fund Positions: 32

Submitted Effective 06/28/2022 12/13/2022  
 07/01/2022 12/14/2022



Summary:  
 General Fund Positions: 73  
 Categorical Fund Positions: 32

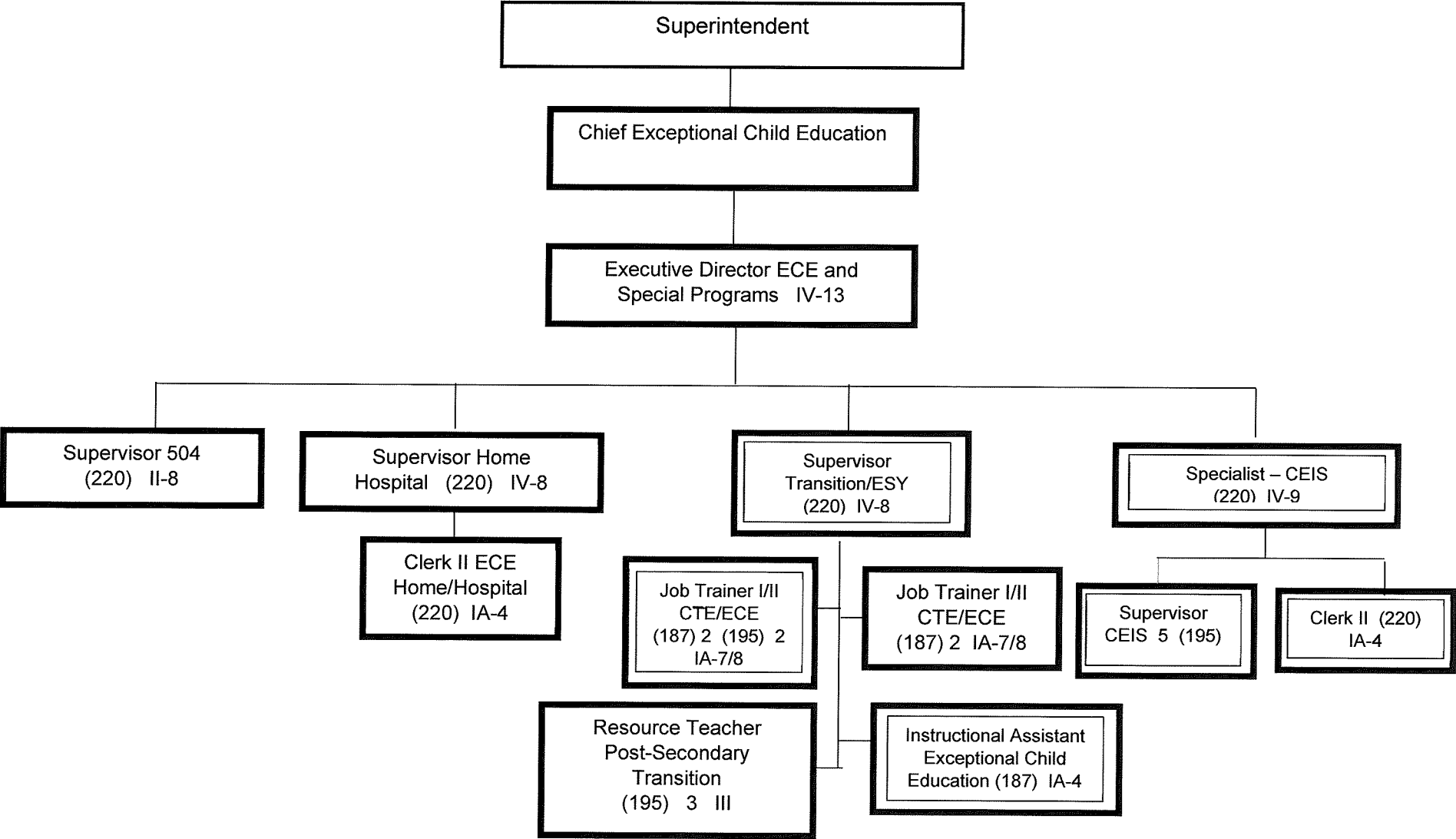


1.) Delete Associate ECE position and redirect funding for a new Specialist Accountability Data Systems ECE position

Summary:

General Fund Positions: 9

Categorical Fund Positions: 44 13



Summary:  
 General Fund Positions: 9  
 Categorical Fund Positions: 13