Job Title: School Psychologist **Date**: October 23, 2012

Reports To: Special Education Supervisor **Approved By**: B.O.E.
Superintendent
Elementary / Secondary Principal

Job Summary: Responsible for performing the duties of school psychologist for the district. Member of the Act 93 full time 200 day position.

Qualifications:

1. Holds Masters Degree as a minimum, with training in School Psychology; proper state certification.
2. Possess ability to work cooperatively with others.
3. Has experience in working with students, parents, and professional staff.
4. Has demonstrated knowledge of special education laws and regulations.

Primary Duties and Responsibilities of School Psychologist:

1. Coordinate, administer, and score assessment, observations, rating scales, parent and teacher input, outside agency information for evaluations for all referred students including preparation of all Initial Evaluation Reports.
2. Complete re-evaluation of classified students on timely basis and complete RR's accordingly.
3. Recommend appropriate interventions for students based on their strengths and needs.
4. Participate in multi-disciplinary team meetings as well as initial evaluation and (bi-yearly for students identified with an intellectual disability) re-evaluation meetings. IEP meetings will only be attended on an as needed basis.
5. Complete informal observations and interviews as requested by parents or special education supervisor, including informal evaluations for ADHD.
6. Maintains case records on all students referred for special education initial evaluations.
7. Coordinate with staff for implementation of Response to Instruction and Intervention (RTII) strategies.
8. Coordinate the planning of and maintain, analyze and communicate results of data related to elementary school programs, such as Positive Behavior Support (PBS), Response to Instruction and Intervention (RTII), Intervention, Attendance, and Family Engagement committees.
9. Serve as district coach for the Positive Behavior Support Program.
10. Consult with teachers, administration, and parents as needed.
11. Conduct group meetings with teachers to discuss accommodations for students.
12. Coordinate with school-based behavioral health and outpatient service providers on a regular basis to determine appropriate interventions for students.
13. Interpret the school psychological services to teachers and parents.
14. Coordinate with physicians and other outside agencies, as needed.
15. Coordinate crisis counseling as the need arises.
16. Assist in planning intervention strategies for secondary students through the screening / consultation team.
17. Conduct small group and individual counseling, as time permits and as the need arises.
18. Perform other job related duties as directed by the superintendent.