

WAUNAKEE COMMUNITY SCHOOL DISTRICT

SCHOOL PSYCHOLOGIST

Job Description

- QUALIFICATIONS:
- 1) Certification as required by the State of Wisconsin.
 - 2) Any other qualifications the Board of Education may deem necessary or desirable.

REPORTS TO: Director of Special Education

GENERAL FUNCTIONS:

The school psychologist, as supervised by the director of special education acts as the primary advocate for children age 3 through 21 who are experiencing developmental, school or learning problems. In this capacity, the psychologist is responsible for: coordinating and implementing assessment and intervention techniques, consulting with staff members, professionals and families and carrying out prescribed administrative duties. The psychologists will conduct periodic surveys to assess district needs and effectiveness of interventions.

SPECIFIC DUTIES AND RESPONSIBILITIES:

A) Assessment

The school psychologist will:

1. Synthesize information and engage in problem solving in order to match identified student needs with effective interventions.
2. Serve as case manager as assigned for children with disabilities referrals and for Non-CWD referrals; including staff and home-school communication, and ensuring compliance with the Individuals with Disabilities Education Act, and state laws
3. Conduct individualized student assessments.
4. Participate in group and individual screening to provide for early identification of possible student needs.

B) Direct Service

The school psychologist will:

1. Participate in behavior management program development and implementation.
2. Conduct individual and group counseling sessions.
3. Engage in crisis intervention.

4. Provide parent-training opportunities.

C) Consultation

The school psychologist will:

1. Consult with teachers regarding modifications of the classroom environment, instructional styles and expectations for students
2. Consult with parents/guardians regarding student concerns.
3. Serve as liaison with outside agencies regarding students' concerns.
4. Participate in district projects where School Psychologist input is relevant.

D. Administration

The school psychologist will:

1. Prepare reports including: Non-CWD reports, summaries of findings, Individual Education Plan evaluation reports, year-end district reports and summaries as requested by Director of Special Education.
2. Act as case manager for CWD and Non-CWD referrals unless otherwise assigned.
3. Engage in program development and special project involvement.
4. Supervise school psychology interns and practicum students.

E. Other Responsibilities

The school psychologist will:

1. Coordinate and supervise committees as assigned.
2. Conduct inservice activities.
3. Engage in applied research to benefit the district.
4. Perform all other duties as assigned by the director of special education or superintendent.

Legal Ref.: Section 121.02(1)(a) Wis. Stats.
PI 3, Wisconsin Administrative Code
PI 8.01(2)(a) + (q)
PI 34

Cross Ref.: WTA Contract

Adopted: 1/13/86

Revised: 4/22/91
March 1994
April 1999
April 2002

Waunakee Community School District