TRAVIS UNIFIED SCHOOL DISTRICT

Reaching beyond the boundaries to build a community of learners.

TITLE: School Psychologist **CLASSIFICATION: Certificated**
DEPARTMENT: Travis Unified School District

BRIEF JOB DESCRIPTION

Provides psychological services to schools including testing, counseling, consulting and assists staff in meeting the developmental needs of students.

POSITION QUALIFICATIONS

MINIMUM QUALIFICATIONS:

- Shall possess a valid pupil personnel services credential or designated services credential with a psychologist authorization.
- Shall exhibit appearance, grooming, and personality which establishes a desirable example for students. Physical, emotional and moral qualifications shall equal those required by the Education Code, State of California.

PREFERRED QUALIFICATIONS:

- Successful classroom teaching experience as well as counseling experience.

ETHICAL QUALIFICATIONS:

- The school psychologist shall adhere to the Code of Ethics as adopted in 1970 by the Board of Education, State of California, and will, by precept and example, exhibit respect for the people with whom he works and to those with whom he has contact; colleagues, students, parents, and the community will find him to be courteous, without prejudice or acts of petty behavior. In the discharge of his duties, this employee's work will not be characterized as that of a status seeker, nor one who covets power.

PHILOSOPHICAL QUALIFICATIONS:

- The school psychologist shall implement the philosophy which directs the educational program of the Travis Unified School District. This philosophy states that the primary function of the public school is the formal education of the young. The district acknowledges the different teaching styles and personalities, and welcomes a richness and variety that these differences contribute to the total growth and development of the students.

DUTIES AND RESPONSIBILITIES

- Administers to students, on an individual basis, intelligence tests, achievement tests, personality tests, and various other evaluations to measure perceptual and motor development.
- Evaluates and interprets all available psychological data and makes recommendations for school and class placements for the following: educable mentally retarded, trainable mentally retarded, educationally handicapped, physically handicapped, learning disability, mentally gifted, and continuation opportunity school.
- Interprets evaluations to parents as requested; counsels with parents regarding students potential, achievements, and personality adjustment; recommends to parents ways of helping students and recommends outside referral agencies from which they seek further counseling.
- Serves as consultant for teachers, administrators, physicians, mental health personnel, and other professional on individual cases.
- Consults with referral agencies, both public and private, regarding individual cases.
- Make recommendations in cases of exemption, retention, accelerations and other cases upon request.
- Counsels individual students regarding psychological evaluations, academic adjustment problems, social-emotional problems and general vocational goals upon request of the school administration.
- Writes psychological reports on each student evaluated and processes all psychological reports in a confidential manner including out of district transfers.
- Participates in faculty meetings, PTA meetings, and other community groups as a representative of the Psychological Services Department upon request.
- Serves as the chairman of the district's Educationally Handicapped Admissions and Discharge Committee and coordinates the legal requirements of the program.
- Serves as the chairman of the district's Educable Mentally Retarded Admissions and Discharge Committee and coordinates the legal requirements of the program.
- Coordinates existing inter-district agreements for special education services (Vacaville and Solano County Schools)
- Consults and serves as district representative concerning drug abuse and school attendance cases.
- Directs all district group testing and provides research data obtained from such testing to staff; report statistical significance of achievement and mental maturity tests annually to the Governing Board.
- Coordinates and writes state reports on all educationally handicapped, educable mentally retarded, speech and out of district special education students.
- Consults with special education teachers and coordinates educational diagnostic prescriptions as required by the State of California.
- Serves as a member of the Continuation-Opportunity School Admissions and Discharge Committee.
- Consults with counselors, nurses and speech therapists regarding individual cases.
- Re-evaluates all special education students as required by the State of California.
- Consults with Director of Educational Services concerning district curriculum development and inservice training.
- Consults with staff concerning truancy cases.
- Performs all other such duties as designated by the superintendent.

SUPERVISION EXCERCISED OR RECEIVED

(Refer to the Travis Unified School District Organizational Flow Chart)