

MEMORANDUM OF UNDERSTANDING #10
between the
FOLSOM CORDOVA UNIFIED SCHOOL DISTRICT
and
CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION
AND ITS AMERICAN RIVER CHAPTER No. 528 (CSEA)

Mental Health Specialist II Updated Job Description
January 29, 2025

This Memorandum of Understanding (“MOU”) is agreed to between the Folsom Cordova Unified School District (“District”) and the California School Employees Association (CSEA), and its American River Chapter No. 528. Collectively, the District and CSEA will be referred to as “the Parties.” The District and CSEA are parties to a collective bargaining agreement (“CBA”) which expires June 30, 2026.

The parties have negotiated all matters within the scope of representation and reached agreement on the Mental Health Specialist II updated job description (Attachment A).

Rationale

The Social Emotional Learning and Health and Wellness Departments have identified the need for changes to the Mental Health Specialist II job description in an effort to implement the Children and Youth Behavioral Health Initiative (CYBHI). The role of the Mental Health Specialist II has changed to begin developing, creating and planning for a Wellness Coach certification program for district employees.

Salary


The Mental Health Specialist II job description will remain at Range 42.

Fiscal Impact

There are no costs associated with updating this job description.

The duties and responsibilities updated in this job description shall be effective January 1, 2025. This Memorandum of Understanding will be effective upon ratification by the Board.


FOR THE FOLSOM CORDOVA
UNIFIED SCHOOL DISTRICT


By: 
Donald Ogden, Ed.D.,
Associate Superintendent, HR

Date: 2-7-2025

Board Approved: 03/20/2025

FOR THE CALIFORNIA SCHOOL EMPLOYEES
ASSOCIATION, CHAPTER No. 528

By: 
Rob Corn, CSEA
President, Chapter 528

By: 
Joel Rogers, CSEA
Labor Relations Representative, Chapter 528

Date: 02/07/2025

CSEA Ratified: 02/26/2025

UPDATED 11/20/2024

MENTAL HEALTH SPECIALIST II**DEFINITION:**

Under the direction of the Director of Strategic Initiatives and Support Services or Designee, the Mental Health Specialist II provides ~~Provide~~ mental health services for individuals and families including counseling, consultation, mental health evaluations, case management, and other duties as required. Assist with program planning, assessment, feedback, supervision, mentoring, report writing, and contract administration. Mental health services may be provided at various sites within the district and surrounding community.

QUALIFICATIONS:

Experience:

- A minimum of five (5) years of experience working in a school setting (preferred) or related experience working with individuals ages ~~sd~~ 3 – 21 ~~or working with schools~~

Education:

- A ~~m~~Master's degree from an accredited university or college in the field of psychology, social work, counseling education, or related field.
- Licensed ~~in-through~~ the State of California Board of Behavioral Sciences to provide mental health services (i.e., LMFT, LCSW, LPCC, or Licensed Clinical Psychologist).
- As described by the state licensing board, be actively qualified to supervise associates, interns, (i.e., MSW, MFT, LPCC, etc.)

DISTINGUISHING CHARACTERISTICS

The Mental Health Specialist II is a mental health and well-being subject matter expert supporting integrated efforts to engage students and families into positive educational experiences. Case assignments in this role are generally among the most complex in the department requiring considerable judgement and discretion. The need to deliver services in these cases is sometimes unscheduled and crisis oriented. The Mental Health Specialist II works as part of a parent engagement team to identify, facilitate, and provide services to small and large groups and individuals as needed. Advancement to the Mental Health Specialist II role requires licensure, minimum (5) years experience as a Mental Health Specialist I and advanced knowledge in the area of mental health diagnosis, intervention and consultation. Mental Health Specialist requires a minimum of (4) years of experience working as a Mental Health Associate/Intern or related experience working with individuals ages 3-21.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- ~~Provide a variety of mental health services such as assessment / screening, counseling, case consultation to students with disabilities and non-disabled general education students, including~~ Educationally related Mental Health Services (ERMHS).
- Develop, create and provide and staff training to FCUSD in their path to obtaining Wellness Coach Certifications through the State of California
- ~~Provide, and assistance in the providing of, with~~ individual counseling, small group counseling, and whole class social skills program implementation, delivery, and programs to support school wide mental health goals
- Work as part of a team to develop appropriate educationally related mental health goals, monitor progress toward those goals, and report out on progress in regularly-scheduled meetings
- Facilitate empirically supported prevention programs within the classroom
- Participate in district-wide PBIS/MTSS implementation system and support ~~school-based~~ school-based implementation
- Collaborate with public and private agencies to coordinate services for students and families

- Participate in a variety of meetings, including staff training (both as a participant as well as presenter)
- Assist in transitioning students from alternative programs to comprehensive school programs within district
- Provide measurable mental health goals, collection methods, interpret and report out on data related to individual, small or large group progress toward educationally related mental health development
- Document and report student progress following district guidelines and directives
- Complete reports and billing information as it relates to mental health wellness services provided.
- Provide clinical supervision of up to six (6) Mental Health Specialists including Associates and/or Interns
- Perform related duties as reasonably assigned

PHYSICAL REQUIREMENTS:

Physical Abilities include the usual and customary methods of performing the job's functions require the following physical demands: occasional lifting, carrying, pushing and/or pulling; some climbing and balancing, some stooping, kneeling, crouching; reaching, handling, touching and/or feeling; manual dexterity to operate a telephone and enter data into a computer.

Significant physical abilities include ability to sit at a desk, conference table, or in meetings of various configurations for extended periods of time; see and read, with or without visual aids, laws and codes, rules, policies and other printed matter, computer screens and printouts; hear and understand speech at normal room levels and hear and understand speech on the telephone; speak in audible tones so that others may understand clearly in normal conversations.

WORK ENVIRONMENT:

- The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.
- The noise level in the work environment is usually moderate.
- Employee in this position will be required to work indoors in a standard office environment and come in direct contact with district staff and the public.