Duties and Responsibilities of Speech, Hearing, and Language Specialist

Speech Pathologists shall be evaluated by an administrator designated by the Assistant Superintendent for Special Education in accordance with evaluation of their performance in relation to the Standards adopted between the District and the Association.

Alternatively, qualified first year teachers may be evaluated by a coach from the Peer Assistance and Review Program.

The duties and responsibilities of Speech, Hearing, and Language Pathologists are as follows:

1. to establish, in cooperation with his/her evaluator (or designated by the collective bargaining agreement), goals and objectives consistent with the evaluation article of the collective bargaining agreement.

2. comply with all laws and regulations of the State of California, policy and rules of the Mt. Diablo Unified School District Board of Education, and terms and conditions of the collective bargaining agreement, which include but are not limited to the following:

   being present on campus during contractually designated time;
   attending job-related meetings and activities;
   submitting accurate forms, reports and other required documents;
   complying with mandatory child abuse reporting laws;
   adhering to State adopted curriculum and standards.

3. while on a site is responsible to the Site Administrator for the care, control, and instruction of the students in his/her charge.

4. to report promptly to the Principal (or an individual designated by the Principal) any serious accident or illness affecting students.

5. to be knowledgeable about augmentative communication tools and consult with parents and teacher regarding their use, as needed.

6. to cooperatively participate as part of a multi-disciplinary team in assessing and planning appropriate educational program adjustments for children having exceptional needs.

7. to administer and interpret formal and informal tests on referred children having known or suspected speech, hearing and/or language disorders.

8. to report and interpret findings in oral and written forms.

9. to design and facilitate an appropriate program of speech therapy to help remediate language disorders, speech disorders, and the communicative effects of impaired hearing according to results of assessment(s) as recorded in IEP and in compliance with Federal and State Regulations.

Duties and Responsibilities of Speech, Hearing, and Language Specialist-cont'd.

10. to schedule consultation conferences with parents, teachers, and others to improve their understanding of children having speech, language or hearing disorders.

11. to refer students to other personnel or agencies for further study, diagnosis, or therapy, when necessary.

12. to keep accurate and up-to-date student records - attendance, assessments, care histories, progress reports/Individualized Education Programs (IEPs), evaluation, caseload rosters, and others that may be administratively required.

13. to attend IEP Team meetings, as needed.

14. to attend job-related meetings and activities specified by the appropriate Distr·ict Administrator, Special Education Administrator or the Principal of the school.

15. to perform those non-instructional duties and responsibilities, including supervisory and advisory duties, as may be prescribed by the Board of Education.

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