

TITLE: SCHOOL PSYCHOLOGIST

QUALIFICATIONS:

1. Valid New Jersey Educational Services Certificate and School Psychologist Endorsement
2. Minimum experience as determined by the board
3. Knowledge of laws and regulations governing special education and demonstrated ability to effectively provide testing, psychological evaluation and counseling services
4. Strong interpersonal and communication skills
5. Required criminal history check and proof of U.S. citizenship or resident alien status

REPORTS TO: Supervisor of Special Services

JOB GOAL:

To enable students to derive the fullest benefits from school by promoting their sense of self and by evaluating and working to ameliorate psychological or mental health problems that may interfere with their adjustment to school and the education program offered to them.

PERFORMANCE RESPONSIBILITIES:

1. Participates in the evaluation, classification and placement of all students with special needs.
2. Administers, scores and evaluates standard psychological tests for the purpose of assessing the intellectual, educational, emotional, social and behavioral characteristics of those students referred.
3. Interprets the results of psychological testing and assists in the development and coordination of an appropriate individualized education plan for each student requiring special education and/or related services and participates in the ongoing evaluation of the academic progress and educational placement of classified students.
4. Serves as a case manager as assigned and maintains appropriate case records.
5. Provides psychological counseling to students, parents and staff and, as needed, makes referrals to appropriate community resources.
6. Assists in the development and delivery of inservice programs and parent seminars.
7. Keeps the staff and community informed of the schools' psychological services.
8. Maintains professional competence through continuing education and other professional growth activities.
9. Observes students in classrooms and other school settings.
10. Works with instructional staff offering assistance in explaining and demonstrating techniques or modifications in classroom procedures to help each student develop appropriate learning and behavior.
11. Provides individual or group counseling to students who require supportive psychological help in order to maintain an appropriate level of academic functioning.
12. Re-evaluates and updates records of children already enrolled in special education programs or previously classified.
13. Monitors educational progress of children evaluated and assists in developing Child Study Team recommendations for further changes in a child's educational program.
14. Regular visitations to class placements of district special education students placed in programs out of the district.

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15. Assists teachers and principals in the identification of gifted students utilizing the tools of this discipline.
16. Acts as educational consultant to school personnel and community groups on child development and mental health topics.
17. Cooperates with personnel of community health and social welfare agencies.
18. Performs all duties required as a member of the child study team by administrative code, state and federal laws and board policy.
19. Performs other related duties as may be assigned by the superintendent or supervisor of special services.

TERMS OF

EMPLOYMENT: Work year and salary to be determined by the board.

ANNUAL

EVALUATION: Performance of this job will be evaluated annually in accordance with NJ State law and the provisions of the board's policy on evaluations

Approved by: Mendham Borough Board of Education

Date: May 6, 2004

Revised: February 24, 2015

LEGAL REFERENCES:

<u>N.J.S.A. 10:5-1 et seq.</u>	Law Against Discrimination
<u>N.J.S.A. 18A:6-7.1</u>	Criminal history record; employee in regular contact with students; grounds for disqualification from employment; exception
<u>N.J.S.A. 18A:6-10</u>	Dismissal and reduction in compensation of persons under tenure in public school system
<u>N.J.S.A. 18A:16-1</u>	Officers and employees
<u>N.J.S.A. 18A:16-2</u>	Physical examinations; requirement
<u>N.J.S.A. 18A:26-1</u>	Citizenship of teachers, etc.
<u>N.J.S.A. 18A:26-1.1</u>	Residence requirements prohibited
<u>N.J.S.A. 18A:26-2</u>	Certificates required; exception
<u>N.J.S.A. 18A:27</u>	Employment and contracts
<u>N.J.S.A. 18A:28-3</u>	No tenure for noncitizens
<u>N.J.S.A. 18A:28-5</u>	Tenure of teaching staff members
<u>N.J.S.A. 18A:28-8</u>	Notice of intention to resign required
<u>N.J.S.A. 18A:40A</u>	Substance abuse
<u>N.J.S.A. 18A:46</u>	Classes and facilities for handicapped children
See particularly: <u>N.J.S.A. 18A:46-5.1</u>	Basic child study team services; provision by boards of education and state operated programs
<u>N.J.S.A. 18A:46-11</u>	Psychological and other examinations
<u>N.J.A.C. 6A:7</u>	Managing equality and equity in education
<u>N.J.A.C. 6A:9</u>	Professional licensure and standards
See particularly: <u>N.J.A.C. 6A:9-3.3</u>	Professional standards for teachers
<u>N.J.A.C. 6A:9-5</u>	General certification policies
<u>N.J.A.C. 6A:9-9</u>	Requirements for educational services certificate
<u>N.J.A.C. 6A:9-13.9</u>	School psychologist

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<u>N.J.A.C.</u> , 6A:9-15	Required professional development for teachers
<u>N.J.A.C.</u> , 6A:14	Special education
<u>N.J.A.C.</u> , 6A:16	Programs to support student development
<u>N.J.A.C.</u> , 6A:32-4	Employment of teaching staff
<u>N.J.A.C.</u> , 6A:32-4.4	Evaluation of tenured teaching staff members
<u>N.J.A.C.</u> , 6A:32-4.5	Evaluation of nontenured teaching staff members
<u>N.J.A.C.</u> , 6A:32-5.1	Standards for determining seniority
<u>N.J.A.C.</u> , 6A:32-6	School employee physical examinations
<u>N.J.A.C.</u> , 6A:32-7	Student records
<u>N.J.A.C.</u> , 6A:32-8	Attendance and student accounting