

TITLE: SPEECH-LANGUAGE SPECIALIST

QUALIFICATIONS:

1. Valid New Jersey Educational Services Certificate and Speech-Language Specialist Endorsement
2. Minimum experience as determined by the Board
3. Demonstrated comprehensive knowledge in the field of speech-language pathology
4. Ability to effectively apply the principles of assessment, treatment and prevention of speech, language and hearing disorders
5. Strong interpersonal and communication skills
6. Required criminal history background check and proof of U.S. citizenship or legal resident alien status

REPORTS TO: Supervisor of Special Services

JOB GOAL:

To help reduce or eliminate speech and hearing impediments that may interfere with the students' ability to derive full benefit from the district's educational program.

PERFORMANCE RESPONSIBILITIES:

1. Provides diagnostic evaluations of students referred to the child study team for communication disorders and participates in team conferences related to those students. This includes analyzing results, and writing reports to determine strengths and concerns in areas of speech, voice, fluency, pragmatics, language, and oral motor skills.
2. Plans, prepares and delivers treatment programs for children with speech and language deficiencies.
3. Develops and implements an individualized educational program (IEP) in conjunction with parents and teachers for students who are eligible for speech correction and identifies students in need of related services.
4. Provides individual and small group intervention sessions with students who have been classified.
5. Maintains close liaison with the child study team and serves as a case manager as assigned.
6. Ensuring evaluations, treatment plans and service delivery are aligned with school, state, and federal guidelines.
7. Participates in the development and improvement of opportunities for disabled/exceptional students by providing individual or group in-service experiences for staff and parents.
8. Ensuring students' skills are generalized across settings by collaborating with teaching teams and related service providers.
9. Assists in proper referrals of individuals to agencies and specialists in the community.
10. Keeps those records necessary for each child and completes all required local, state and federal reports.
11. Safeguards the confidentiality of student records and related issues.
12. 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.
13. Re-evaluates and updates records of children already enrolled in special education programs or previously classified.
14. Monitors the educational progress of children evaluated and assists in developing Child Study Team recommendations for further changes in a child's educational program.

MENDHAM BOROUGH SCHOOL DISTRICT

SPEECH-LANGUAGE SPECIALIST (continued)

E-4

15. Regular visitations to class placements of district special education students placed in programs out of the district.
16. Assumes primary responsibility for requisitioning and maintaining needed equipment and supplies.

PROFESSIONAL CONTACTS AND ACTIVITIES

1. Participates in school-level planning, faculty meetings/committees and other school system groups.
2. Designing and conducting professional development for both staff and families at the discretion of the Director of Special Services and/or Principal
3. Supports school and district initiatives through participation in school and district projects.
4. Takes responsibility for growing and developing professionally based on personal areas of needed growth in content knowledge and pedagogical skills
5. Contributing productively to the school as a whole
6. Assumes other related duties as assigned by the Superintendent of Schools

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: June 24, 2002

Revised: February 24, 2015
January 29, 2019

LEGAL REFERENCES:

<u>N.J.S.A.</u> 10:5	Law Against Discrimination
<u>N.J.S.A.</u> 18A:6-7.1 for	Criminal history record; employee in regular contact with students; grounds disqualification from employment; exception
<u>N.J.S.A.</u> 18A:6-10	Dismissal and reduction in compensation of persons under tenure in public school system
<u>N.J.S.A.</u> 18A:16-2	Physical examinations; requirement
<u>N.J.S.A.</u> 18A:25-2	Authority over students
<u>N.J.S.A.</u> 18A:26-1	Citizenship of teachers, etc.
<u>N.J.S.A.</u> 18A:26-1.1	Residence requirement prohibited
<u>N.J.S.A.</u> 18A:26-2	Certificates required; exception
<u>N.J.S.A.</u> 18A:27	Employment and contracts
<u>N.J.S.A.</u> 18A:28-3	No tenure for noncitizens
<u>N.J.S.A.</u> 18A:28-5	Tenure of teaching staff members
<u>N.J.S.A.</u> 18A:28-8	Notice of intention to resign required
<u>N.J.S.A.</u> 18A:46	Classes and facilities for handicapped children
<u>N.J.S.A.</u> 18A:46-19.4	Nonpublic school student requiring services of certified speech-language specialist; provision of
<u>N.J.A.C.</u> 6A:7	Managing for equality and equity in education
<u>N.J.A.C.</u> 6A:9	Professional licensure and standards

See particularly:

MENDHAM BOROUGH SCHOOL DISTRICT

SPEECH-LANGUAGE SPECIALIST (continued)

E-4

<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:9-8</u>	Requirements for instructional certificate
<u>N.J.A.C. 6A:9-13.6</u>	Speech-language specialist
<u>N.J.A.C. 6A:9-15</u>	Required professional development for teachers
<u>N.J.A.C. 6A-14</u>	Special education
See particularly:	
<u>N.J.A.C. 6A:14-3</u>	Services
<u>N.J.A.C. 6A:14-4</u>	Program criteria; speech language services
<u>N.J.A.C. 6A:14-6</u>	Requirements for services in nonpublic schools
<u>N.J.A.C. 6A:16</u>	Programs to support student development
<u>N.J.A.C. 6A:32-4</u>	Employment of teaching staff
<u>N.J.A.C. 6A:32-4.4</u>	Evaluation of tenured teaching staff members
<u>N.J.A.C. 6A:32-4.5</u>	Evaluation of nontenured teaching staff members
<u>N.J.A.C. 6A:32-5.1</u>	Standards for determining seniority
<u>N.J.A.C. 6A:32-6</u>	School employee physical examinations
<u>N.J.A.C. 6A:32-7</u>	Student records
<u>N.J.A.C. 6A:32-8</u>	Attendance and student accounting