



# Spooner Area School District

801 County Highway A • Spooner, WI 54801 • 715-635-2171 • [www.spooner.k12.wi.us](http://www.spooner.k12.wi.us)

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**POSITION:** School Psychologist

**REPORTS TO:** Director of Pupil Services

**GENERAL FUNCTION:** Consult with other educational professionals, evaluate/assess students, assist educational staff with intervention planning, and actively participate in building and district teams before and after the student contact day. The School Psychologist will demonstrate current practices in assessment, facilitate and develop intervention plans, leadership in EMLSS, Functional Assessments's and PBIP's, and plan for special populations from birth to grade 12. In addition, the School Psychologist is expected to lead and facilitate the learning of others in mental health and trauma, laws related to students services, and serve as LEA representative on IEP and/or Section 504 meetings. Lastly, the School Psychologist will co-lead EMLSS across the district and prepare data reports for staff and leaders to review.

**LICENSURE REQUIRED:** Valid DPI license, School Psychologist

## **ESSENTIAL FUNCTIONS:**

### **Student Services:**

- Collaborate with teachers, parents, and administrators to plan data-driven strategies to facilitate student academic, social-emotional, and behavioral growth.
- Strengthen working relationships between teachers, parents, and service providers through consistent communication, meetings, and involvement.
- Screen and assess special populations including ELL, and other subgroups.
- Assist families, staff, and students with managing crises such as death, illness, or trauma.
- Make timely referrals for alternative services or placement appropriate to outside agencies.
- Co-lead the RTI process with building leaders for instructional education staff.
- Provide support for individual students and groups as needed.
- Problem solve issues with administration for areas of concern related to student issues for academic achievement, behavior intervention, and classroom learning environments.
- Complete District and State reports based on timelines.
- Complete all required consent paperwork and paperwork associated with student evaluation
- Respond and communicate all evaluation referrals and requests.
- Communicate and track timelines as the leader of student evaluation for special education services or 504 eligibility.

### **Leadership:**

- Co-lead building-based teams and assist in analyzing department, course, or school-wide data.
- Lead student-based teams for IEP review.
- Provide professional development for staff understanding how child development affects learning and behavior.

- Lead the process for eligibility determinations for special services, e.g. assess intellectual, academic, social/emotional function, adaptive behavior, etc.
- Recommend new practices or policies that align the District with best practices and State and Federal law.
- Co-lead annual reports to the Board about student achievement, behavior interventions, etc.
- Prepare or supervise the preparation of reports, records, lists, and all other paperwork required or appropriate to the school's administration.
- Attend and participate in the District's leadership team as requested.

#### **Equity and Communication:**

- Commit to several strategies to support parents and students being represented in decision making.
- Commit to several strategies in order to keep parents and staff informed of changes to student support services.
- Establish and maintain relationships to foster understanding and solicit support for overall school objectives and programs; to interpret school board policies and administrative directives; and to discuss and resolve individual student problems.
- Comply with federal, state, and local mandates concerning equity and access to services and programming for students.
- Grow the understanding of cultural competency and respect for diversity.
- Comply with federal, state, local, and district mandates concerning emergency procedures.
- Collaborate with other district and school leaders to support students with IEPs or 504 plans, and have an understanding of SpEd and WI SLD law.

#### **Miscellaneous:**

- Keep abreast of changes and development in the profession by attending professional meetings, reading professional journals and other publications, and discussing problems of mutual interest with others in the field.
- Demonstrate knowledge of current educational research and practices.
- Represent the Spooner community with integrity when working with outside agencies such as the police, Social Services, Protective Services, Health Department, Fire Department, local government and health organizations, educational institutions, etc.
- Perform various tasks as may be assigned by the administration.

The employee shall remain free of any alcohol or illegal substance in the workplace in compliance with Policy 3122.01 throughout his/her employment in the District.

The Spooner Area School District is an equal opportunity employer and does not discriminate against applicants on the basis of race, color, sex, creed, age, ancestry, national origin, sexual orientation, gender identity/expression, political affiliation, marital status, disability or arrest.

This document describes general information about the position however should not be considered as comprehensive. The Spooner Area School District reserves the right to modify job duties or descriptions at any time. This document is not an employment contract.

<b>Salary:</b>	Based on credentials and experience
<b>Benefits:</b>	Position qualifies for District Benefits
<b>Application:</b>	Apply on WECAN at <a href="http://www.wecan.waspa.org">www.wecan.waspa.org</a>
<b>Deadline:</b>	Open Until Filled