

Job title	<i>School Psychologist</i>
Exempt	<i>Yes</i>
Salary	<i>Per the Salary Schedule of the Master Contract</i>
Location	<i>Plymouth Community School Corporation</i>
Reports to	<i>Assistant Superintendent/Special Education Director</i>

Job purpose:

In coordination with the special education department, the school psychologist will provide assessments to students enrolled at Plymouth Community Schools. The school psychologist will serve as a member of the special education department and be involved in the MTSS process to best serve students' academic, emotional, and social needs.

Duties and responsibilities: *Other duties may be assigned*

Referrals:

- Respond to parent-initiated requests within the 10-day timeline
 - Record review
 - Consult with school staff

Initial timelines:

- Administer standardized measures (achievement, IQ, social-emotional, autism, adaptive)
- Compile reports
- Assist multidisciplinary teams with goals in relation to student need
- Schedule the CCC's (parents, teacher(s), administrators, others)

Reevaluations:

- Administer standardized measures (achievement, IQ, social-emotional, autism, adaptive)
- Compile reports
- Schedule the CCC's (parents, teacher(s), administrators, others)

Consultation:

- Be available to assist teachers with questions
- Be available to assist administrators with questions
- Be available to answer parent questions
- Outside agencies as needed

MTSS:

- Attend Tier 2/3 meetings
- Guide/consult interventions
- Assist teams with determining growth

Behavior:

- Lead or assist with defining the behavior through observable and measurable terms
- Assist with guiding the data collections (e.g., frequency, intensity)
- Guide in developing appropriate behavior plans

Professional Development:

- Stay in date with current movements in the field
- Participate in PCSC learning opportunities
- If so desired, continue membership within field Associations (NASP, IASP, DECA)

Small Group Work:

- A building-based School Psychologist may engage in counseling with small groups or 1:1 session

Qualifications:

- Education
 - Master's degree in school psychology or other related fields

- Certificates, Licenses, Registrations
 - Indiana school psychologist license required
 - Valid state driver's license-operator permit

- Language and Mathematical Skills:

Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence. Ability to effectively present information in one-on-one and small group situations to supervisor and other employees of the organization.

Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to complete rate, ratio, and percent and to draw and interpret bar graphs.

- Reasoning Abilities:

Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.

Other Skills and Abilities:

- The employee should be proficient in the use of computers for various office applications.
- Will be aware of current and new special education laws.

Working Conditions:

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.

Physical requirements:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.


- While performing the duties of this job, the employee is frequently required to sit, talk and hear. The employee frequently is required to stand; walk; use hands to finger, handle, or feel objects, tools, or controls; reach with hands and arms; and climb or balance. The employee is occasionally required to sit; stoop, kneel, crouch, or crawl; and taste or smell.
- The employee must frequently lift and/or move up to 10 (ten) pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

Terms of Employment:

190 days

Evaluation:

An evaluation will be done on the employee's performance after the first thirty days and then on an annual basis.

Approved by:	
Date reviewed:	01-30-23
Date approved:	08-18-22

Updated 01-30-23
Updated/approved 08-18-22
Updated 02-16-17