

DEPARTMENT OF EDUCATION  
BOARD OF EDUCATION SUPPORT SERVICES PERSONNEL

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Class Specification for the Class:

DISTRICT SCHOOL PSYCHOLOGIST  
(DIST SCHOOL PSYCH)

**Duties Summary:**

Develops and monitors a district-wide program of school psychological services; and performs other duties as required.

**Distinguishing Characteristics:**

This class involves responsibility for developing and monitoring the psychological services program for a school district in accordance with statewide policies and guidelines. The basic components of the school psychology program include: (1) a system of identifying and referring children and youth suspected of having a handicapping condition or problems that interfere with success in school; and (2) a system for providing diagnostic services to evaluate and describe the child's educational, social, emotional and physical strengths and weaknesses and for recommending strategies to meet the needs of the child.

A position in this class may supervise subordinate School Psychologists in their districts; provides consultative services to diagnostic and educational personnel; serves as liaison between the community and/or parents and the District for school psychological services; conducts research and training activities; and renders direct psychological assessment services to children.

The work is performed under the general supervision of the District Educational Specialist for Special Services and within established statewide policies and guidelines.

**Examples of Duties:**

Develops district-wide plans and procedures for school level identification and referral of children with special educational needs; provides technical assistance to schools in implementing appropriate programs to locate and screen children suspected of having a handicapping condition or problem that interferes with success in school; may supervise subordinate School Psychologists; develops and implements plans and procedures for the educational evaluation of handicapped children and others with special needs; provides advice and assistance to diagnostic personnel in the use of alternative methods and/or instruments in

difficult cases such as the severely handicapped, deaf-blind and emotionally disturbed; serves as resource person to the special education program in special areas such as specific learning disability, mental retardation and speech impairments; provides technical assistance to regular educational personnel engaged in such activities as remedial math and/or reading program, counseling services, alternative learning programs, etc.; serves as liaison between the community and/or parents and the district in the area of school psychology by attending special meetings, serving on appropriate committees, speaking to interested groups, etc.; plans and conducts in-service training programs or workshops; designs and conducts research for the purpose of developing reliable and valid assessment instruments and/or evaluation methods; renders direct psychological diagnostic services to children on a one-to-one or group basis; monitors the school psychological services program to determine the level and adequacy of services being provided; keeps abreast of State and federal legislation that affect the program; and prepares reports, correspondence and other materials.

**Knowledge and Abilities Required:**

This class requires a sound theoretical knowledge of child development; theories of learning, intelligence, personality and counseling; the use and interpretation of psycho-educational tests;; principles and practices of education; statistics; and research methodology. In addition, it requires the ability to develop and maintain good working relationships with personnel in various disciplines; the ability to apply theoretical knowledge to practical situations; the ability to prepare clear and concise reports; and to communicate effectively, both orally and in writing; the ability to supervise subordinate School Psychologist.

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This is an amendment of the specification for the class, School Psychologist (District-Based), approved on July 1, 2003.

DATE APPROVED: April 22, 2004



for Patricia Hamamoto  
Superintendent of Education

EFFECTIVE DATE: April 22, 2004