

# Williams Bay School District

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## **Position Title: Speech-Language Pathologist (SLP)**

## **Reports to: Director of Special Education and Building Principals**

### **Job Goal:**

The Williams Bay School District speech and language program is designed to serve children, age 3 – 21. The SLP completes evaluations for special education, creates Individualized Education Programs (IEPs) for students who qualify under Speech or Language Impairment, and contributes to planning for those students who receive speech/language as a related service. The SLP provides assistance to regular and special education teachers to assist with appropriate instruction and accommodations, instructional materials and aides, and the use of assistive technology. The SLP works closely with families to collaborate and consult regarding their children's speech/language needs.

### **Required Qualifications:**

- Master's degree in Speech-Language Pathology.
- Holds or is working towards a Certificate of Clinical Competence (CCC).
- Has or qualifies for valid Wisconsin certification as a Speech-Language Pathologist.
- Ability to work effectively with preschool, elementary, middle, and high school students.
- Demonstrates an interest in working with students in the school environment.

### **Duties and Responsibilities:**

#### **Identification/Child Find:**

- Addresses parental concerns for speech-language impairments for preschool children over three.
- Participates in district-wide 4-year-old kindergarten round up / screenings under the direction of the Director of Special Education.
- Attends Problem Solving Team meetings where concerns for possible speech/language impairments exist and when requested.

## **Speech-Language Services for District Students, aged 3-21, with identified Speech-Language Impairments**

- Assessments and Diagnosis
  - a. Conducts a complete speech and language evaluation to determine if a student meets the eligibility criteria for the speech-language program after an initial referral and parental permission have been received. Assessments may include a variety of assessments as required by the State of Wisconsin.
  - b. Develops a written Specialist Individual Report of Testing and Other Evaluation Materials for each student referred and evaluated as having a suspected speech and/or language impairment.
  - c. Performs three-year re-evaluations and any interim re-evaluations for students enrolled in the speech-language program as required by law.
- Treatment
  - a. Schedules treatment time appropriate to meet each student's exceptional education needs as stated in the IEP.
  - b. Provides a sufficient amount of individual and/or small group treatment time to achieve the goals and benchmarks listed on each student's IEP.
  - c. Provides direct speech and language treatment to students based on the individualized need through a variety of structured and unstructured methods in order to achieve IEP goals and benchmarks.
  - d. Provides materials, resources, and therapy techniques to regular classroom teachers, parents, and other involved personnel to meet a student's exceptional education needs.
  - e. Assists in the process of integrating the student back into the regular education program as appropriate, and continue consultation with the student, parents, and regular education teachers until this transition is completed.

### **Individualized Education Plan (IEP) Development and Team Involvement.**

- Schedules initial, annual, and three-year re-evaluation IEP meetings for speech and language only students.
- Helps determine if a student is eligible for placement in the speech/language program and related speech/language services.

- Participates in the development of an initial or annual IEP if placement is determined, and write a speech/language plan to meet the student's individual needs.
- Fills the role of one member of the IEP team and attends all applicable IEP meetings as a participant of the IEP team.
- Calls an annual IEP meeting to review the current IEP, updates the plan as objectives and goals are achieved, and participates in the development of the next annual IEP.
- Participates in a re-evaluation every three years and develops an IEP for applicable students (if continued eligibility is determined).

### **Case Management and Record Keeping**

- When students are referred only for speech and language services, serve as case manager.
- Completes and keeps current special education compliance paperwork according to IDEA regulation for students referred, placed, and dismissed for the Speech and Language program.
- Compiles, maintains, and files all reports, records, and other documents required (test protocols, language samples, etc.)
- Compiles, maintains, and files all district reports, records, and other documents, report cards, attendance reports, progress reports, etc.

### **Other Services:**

- Makes referrals to other medical/special education service providers, that may be appropriate based on the student's individualized needs.
- Provides speech and language services on a consultative basis to parents, teachers and students when appropriate.
- Trains staff members in identification and understanding of students with communication impairments.
- Performs other tasks and responsibilities assigned by the Director of Special Education and/or Building Principals.

### **Learning Environment:**

- Presents a positive role model for students that supports the mission of the school district.

- Creates an environment conducive to learning and appropriate to the maturity and interests of students.
- Demonstrates behavior that is professional, ethical, and responsible.

### **General**

- Performs such other tasks as may be assigned by the Director of Special Education and building principals.

### **Terms of Employment:**

Salary and work year to be established by the School Board of the Williams Bay School District.

The employee shall remain free of any alcohol or illegal substance and shall not use controlled substances (other than as prescribed) in the workplace throughout his/her employment in the District.

### **Evaluation:**

Performance of this job will be evaluated annually in accordance with provisions of Board of Education's policy on evaluation of Performance for certified staff.

APPROVED: April 27, 2021