

**Additional Requirements Checklist for
SPECIAL EDUCATION EXTENDED SCHOOL YEAR SERVICES
Speech Language Pathologist**

Instructions to applicant: Please read each requirement carefully and check whether you are able to meet it for the position for which you are applying.

Check if meets	Requirement
	1. Must have West Virginia certificate as a Speech Language Pathologist
	2. Must be currently providing speech therapy in Cabell County, preferably
	3. Must be available for entire summer program:
	4. Must be able to administer and analyze assessments that document progress.
	5. Interact regularly with parents to communicate student progress and activities they can use to reinforce the skills learned in the classroom
	6. Complete student assessments at the end of the summer program and prepare a progress report for the parents and the student file before leaving on final day Complete assessments and hold meetings for birth to three referrals occurring in the summer.
	7. Assure the safety of students in his/her charge.
	8. Ensure that the classrooms in use are kept secured and well-maintained.
	9. Contact the Supervisor of Special Education, the Director of Special Education, or Administrative Assistant (in that order) if an emergency arises during the instructional day or if a personal emergency arises that would prevent your reporting to your daily work assignment. If you do not report to work, you will not be paid for that day.
	10. First Aid/CPR certification is required for these positions and must be obtained. If certification is not obtained, the position must be vacated.
	11. Complete other duties and responsibilities as assigned by the Director of Special Education

Rate of Pay: Will be paid at the employee's hourly daily rate of pay. Number of hours paid will be based on number of hours required to fulfill the student IEPs.