

Student Services

TITLE: SCHOOL SOCIAL WORKER

QUALIFICATIONS:

1. Valid New Jersey Educational Services Certificate and School Social Worker Endorsement
2. Minimum experience working with families and community health and social services agencies as determined by the board
3. Demonstrated knowledge of laws and regulations governing special education
4. Effective problem-solving, human relations and communication skills
5. Required criminal history check and proof of U.S. citizenship or resident alien status
6. Current residency in New Jersey, approved residency waiver or candidate agrees to obtain residency within one year of employment

REPORTS TO: Supervisor of Special Education; Supervisor of Pupil Personnel Services; Principal

JOB GOAL:

To help students resolve such personal, emotional, and social problems as interfere with their adjustment to school and their capacity to enjoy the fullest benefits of the education offered them.

PERFORMANCE RESPONSIBILITIES:

Observation, Evaluation and Assessment of Students (for School Social Workers on the Child Study Team)

1. Participates in the evaluation, classification and placement of pupils with special needs.
2. Assesses a student in terms of personal and family history, socio-economic and cultural differences.
3. Evaluates the configuration of factors within the home, community and school as related to a student's current social and academic adjustment.
4. Interprets the implications of significant social findings as a member of the child study team, and participates in educational planning for exceptional students.
5. Observes pupils in classroom and/or playground.
6. Interviews pupils as indicated.
7. Observes children in special education classes on an ongoing basis.

Interaction with Students, Parents, School and Community

1. Plans home visits or office interviews with family members to assess past and present history and development as well as family dynamics and interactions that are relevant to the child's adjustment.
2. Maintains an ongoing relationship with families for the purpose of: sharing information regarding educational planning and programming for the student; assisting the family in utilizing appropriate community resources; and providing counseling to family members and/or students to facilitate social adjustment.
3. Initiates, facilitates and maintains liaison with community agencies and other resources to meet special needs. Refers parents and child to agencies when appropriate.

HAMILTON TOWNSHIP SCHOOL DISTRICT

SCHOOL SOCIAL WORKER (continued)

4. Consults with administration and staff regarding social adjustment factors of students in schools, at home and in the community.
5. Counsels groups of students and/or parents regarding social adjustment problems.
6. Serves as a case manager, as assigned, and maintains appropriate case records. Maintains the confidentiality of sensitive information in student files.
7. Assists in upholding and enforcing department rules, administrative regulations and board policy.
8. Maintains professional competence through inservice education and participation in professional development activities.
9. Assists in coordinating, developing, monitoring and evaluating the effectiveness of individualized education plans.
10. Attends and participates in meetings as deemed necessary and consistent with the needs of the district.
11. Performs all duties required as a member of the child study team by administrative code, state and federal laws, and board policy. (for School Social Workers on the Child Study Team)
12. Assumes other related duties/assignments assigned by the superintendent, principal, supervisor of special education, and/or supervisor of pupil personnel services.

TERMS OF

EMPLOYMENT: Salary and work year to be determined by the board of education.

ANNUAL

EVALUATION: Performance of this job will be evaluated annually in accordance with NJ State law and the provisions of the board's policy on evaluations

Approved by: Board of Education

Date: 8-28-24

Revised:

LEGAL REFERENCES:

<u>N.J.S.A. 10:5-1 et seq.</u>	Law Against Discrimination
<u>N.J.S.A. 18A:6-7.1</u>	Criminal history records; employee in regular contact with pupils; grounds for disqualification from employment; exception
<u>N.J.S.A 18A:6-10</u> public school system	Dismissal and reduction in compensation of persons under tenure in
<u>N.J.S.A 18A:16-2</u>	Physical examinations; requirement
<u>N.J.S.A 18A:26-1</u>	Citizenship of teachers, etc.
<u>N.J.S.A 18A:26-1.1</u>	Residence requirements prohibited
<u>N.J.S.A 18A:26-2</u>	Certificates required; exception
<u>N.J.S.A 18A:27</u>	Employment and contracts
<u>N.J.S.A 18A:28-3</u>	No tenure for noncitizens
<u>N.J.S.A 18A:28-5</u>	Tenure of teaching staff members
<u>N.J.S.A 18A:28-8</u>	Notice of intention to resign required
<u>N.J.S.A 18A:46</u>	Classes and facilities for handicapped children
See particularly: <u>N.J.S.A 18A:46-5.1</u>	Basic child study team services; provision by boards of education and state operated programs
<u>N.J.A.C. 6A:7</u>	Managing for equality and equity in education
<u>N.J.A.C. 6A:9</u>	Professional licensure and standards
See particularly:	

HAMILTON TOWNSHIP SCHOOL DISTRICT

SCHOOL SOCIAL WORKER (continued)

<u>N.J.A.C. 6A:9-3.3</u>	Professional standards for teachers
<u>N.J.A.C. 6A:9B</u>	State board of examiners and certification
<u>See particularly:</u>	
<u>N.J.A.C. 6A:9B-5</u>	General certification policies
<u>N.J.A.C. 6A:9B-8</u>	Requirements for instructional certificate
<u>N.J.A.C. 6A:9B-12.5</u>	School social worker
<u>N.J.A.C. 6A:9C-3</u>	Required professional development for teachers and school leaders
<u>N.J.A.C. 6A:10</u>	Educator effectiveness
<u>See particularly:</u>	
<u>N.J.A.C. 6A:10-2.1 et seq.</u>	Evaluation of teaching staff members
<u>N.J.A.C. 6A:10-4.1 et seq.</u>	Components of teacher evaluation
<u>N.J.A.C. 6A:10-6.1 et seq.</u>	Evaluation of teaching staff members other than teachers, principals, vice principals and assistant principals
<u>N.J.A.C. 6A:14</u>	Special education
<u>N.J.A.C. 6A:16</u>	Programs to support student development
<u>N.J.A.C. 6A:17</u>	Students at risk of not receiving a public education
<u>N.J.A.C. 6A:32-4</u>	Employment of teaching staff
<u>N.J.A.C. 6A:32-5.1</u>	Standards for determining seniority
<u>N.J.A.C. 6A:32-6</u>	School employee physical examinations
<u>N.J.A.C. 6A:32-7</u>	Student records

Immigration Reform and Control Act of 1986, 8 U.S.C.A. 1100 et seq.

Individuals With Disabilities Education Act, (IDEA), 20 U.S.C. 1400 et seq., reauthorized 1997, P.L. 105-17 (formerly the Education for All Handicapped Act)

Every Student Succeeds Act, Pub. L. 114-95, Title 1, 20 U.S.C.A. 6301 et seq.

29 U.S.C.A. 794 et seq. - Section 504 of the Rehabilitation Act of 1973

34 CFR 76.1 et seq. - General Administrative Regulation EDGAR

34 CFR 77.1 et seq. - General Administrative Regulation EDGAR

34 CFR 300 - Assistance to States for the Education of Children with Disabilities

Agostini v. Felton, 65 U.S.L.W. 4524 (1997), overruling Aguilar v. Felton, 473 U.S. 402 (1985)

Honig v. Doe, 484 U.S. 305 (1988)

Oberti v. Board of Education of Clementon School District, 995 F.2d 1204,1216-17 (3d Cir. 1993)