

Date Posted: 03/07/13

Job Opportunity Posting

Job Title:	<u>Educational Diagnostician</u>
Employer/ Agency:	<u>Houston Gateway Academy, Inc.</u>
Job Description:	<p>Conduct full and individual evaluations (FIE) for elementary and secondary students using the most research-based, best practice model(s) through such things as individualized testing, play based assessment, team assessment, classroom observations, conferences with teachers & parents, and other evaluation instruments and methods necessary for a thorough evaluation of the 13 eligibility categories. Work collaboratively with colleagues and peers, related service providers, medical practitioners, and teachers to plan and align evaluation and ARD timeline/due dates for compliance. Assist in appropriate planning and preparation of educational plans, including individualized recommendations for instructional techniques and strategies for students, by reporting and interpreting the FIE results, eligibility and educational implications/recommendations to the teachers, administrator, adult student and/or parents in advance of the ARD meeting. Serve as a required member of the Admissions, Review and Dismissal committee meetings for all REED, initial, reevaluation, and 30 day transfer ARD's. Collect and compile data obtained through the initial referral assessment process for students who are Limited English Proficient (LEP) for assessment team eligibility discussion and determination in advance of the FIE and ARD due dates. Monitor and insure the progress report period updating of student's IEP's (Individual Education Plan). Write a Full and Individual Evaluation which follows the legal framework, TEA guidelines & board policy for evaluation and eligibility determination. Provide in-service training for teachers and school personnel to include: confidentiality of records/confidential student information, ARD process & procedures, documentation & timeline compliance, the ARD Decision making process for state assessment determinations (STAAR, TAKS, EOC, TELPAS, LAS, etc) Maintain accurate and updated audit folders in order to comply with the Student Attendance Accounting handbook requirements for auditable records. ARD/FIE audit documents and PEIMS data entry forms must be completed and submitted to the special education office within 10 days of the ARD meeting date. Perform other duties as requested or assigned by the director of special education. Perform all duties in a safe manner to avoid injury to oneself and/or others. Perform other related duties as assigned.</p> <p>Qualified candidates must possess a Master's degree, 36 months exp. as a Special Education Teacher and Texas Educational Diagnostician Certificate.</p>
Qualifications:	
Salary/Hours:	<u>DOE</u>
Employer/Agency:	<u>Houston Gateway Academy, Inc.</u>
Address:	<u>3400 Evergreen Drive</u>
City, State, Zip:	<u>Houston, Texas 77087</u>
Contact Person:	<u>Ms. Yadira Olmos</u>
Contact Title:	<u>Human Resources</u>

Telephone Number: 713-644-8292

Fax Number: 713-644-8268

Email Address: olmosy@hgaschools.org

Application Method: Submit your resume with a copy of this job posting to: Ms. Yadira Olmos, Human Resources, Houston Gateway Academy, Inc. 3400 Evergreen Dr. Houston, TX 77087.

Opening Date: Immediate Availability

To post a job opportunity or if your response to this job posting results in successful employment, please email the GCSW Office of Alumni and Career Services at mswjobs@central.uh.edu with the hiring details of your new job opportunity. Thank you.