



# Pacifica School District

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*Preparing Students for an Evolving World*

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## MEMORANDUM

*Integrated Services and Human Resources*

Meeting of 05/11/16

**TO:** Wendy S. Tukloff, Ed.D., Superintendent  
For Board of Trustees

**FROM:** Ray Avila, Associate Superintendent

**SUBJECT:** Revised Job Description: Mental Health Counselor (LCAP Goal #1 – Attract & Retain)

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### Recommendation:

It is recommended that the Board approve the revised job description for the position of Mental Health Counselor.

### Background:

The current salary schedule for this job description is the teacher salary. There has been discussion to change the salary schedule from teacher salary to the psychologist salary range of pay being this position requires a license and will include assessment and report writing. The job description also recommends a candidate have the Pupil Personnel Services (PPS) credential which is commonly required for school psychologists. The Special Education Local Plan Area (SELPA), who has guided staff in building an internal mental health services program for the 2016-17 school year, agrees to this recommended change and agrees this change will benefit in the future recruitment and retention of personnel for this position. Staff recommends to eliminate the words “Teacher Salary Schedule” and replace with “Psychologist Salary Schedule” and increase the work year from 184 to 191 days.

This revision will place this position at a higher range of pay and will allow for the Mental Health Counselor to work seven extra days outside of the teacher duty year. LSEA was provided notice of the proposed changes to this job description, and confirmed agreement with the changes.

A copy of the revised job description is attached for the Board to review.