Information Sheet - 9.10.2024 - Board of Trustees Meeting

TO: Board of Trustees Item: 6.3

FR: Emily Stroup

DATE: September 10, 2024

RE: Proposed Updated Job Description and Salary Schedule Placement -
Behavior Intervention Technician (RBT) - Special Education, Classified Salary Schedule

The District is proposing the update of the following Classified position and Salary Schedule Placement:

Behavior Intervention Technician (RBT) - Special Education

Recommendation:

Approval of the proposed Updated Job Description and Salary Schedule Placement -Behavior Intervention Technician (RBT) - Special Education, Classified Salary Schedule Range 115

JOB DESCRIPTION

POSITION: Behavior Intervention Technician (RBT) - Special Education
SALARY PLACEMENT: Classified Salary Schedule

SUMMARY OF POSITION:
Under the supervision of the assigned BCBA, assists in the development and implementation of behavior intervention programs for students with challenging behavioral needs at various sites throughout the district, monitors and collects data on behavior and documents progress, and collaborates with school staff to coach and implement behavior interventions.

DIRECTLY RESPONSIBLE TO:
Director of Special Education, Site Administration and BCBA(s)

QUALIFICATIONS:
Minimum A.A. degree preferred. Have, or be able to obtain, certification as a Registered Behavior Technician.

MINIMUM EXPERIENCE:
One year experience working with children.

CREDENTIALS AND/OR SKILLS/KNOWLEDGE AND ABILITIES:
Preferred prior experience working with students with emotional disabilities and autism spectrum disorders. Preferred college level coursework in psychology, behavioral methodology, and social development.

RESPONSIBILITIES:
1. Assist with the implementation and monitoring of Behavior Intervention Plans (BIPs) and skill acquisition programs under the close, ongoing supervision of a BCBA.
2. Ability to read and identify the essential components of a written Behavior Intervention Plan and Individualized Education Program as it relates to behavior areas of need.
3. Provide modeling and training to teachers and paraprofessionals on how to implement Behavior Plans
    a. Describe behavior functions and appropriate reactive strategies for staff to use
    b. Modeling scenarios across environments
    c. Assist staff in implementing reactive procedures for problem behavior
4. Effectively communicate with team members
5. Assist BCBA with observations and data collection for assessments
6. Collect and monitor on-going behavior data and samples
7. Assist teachers and staff on behavior data collection measures
8. Assist BCBA in analyzing and interpreting data
9. Provide feedback/explanation to case managers/teachers about interventions
10. Educate staff on general ABA skills/principles and evidence-based practices
11. Travel to multiple sites as necessary
12. Assist in the development of reinforcement identification procedures
13. Performs other duties as assigned.

SKILLS AND ABILITIES:

1. Knowledge of Applied Behavior Analysis (ABA) and experience in developing and evaluating programs based upon the principles of ABA
2. Child guidance and prompting procedures
3. Understanding of and familiarity with the characteristics for a wide range of disabilities including (but not limited to) autism, intellectual disability, emotional disturbance, and ADHD
4. Demonstrate proficiency in reading, writing, and mathematical skills
5. Understand the needs of special education students and effectively relate to learning situations
6. Establish and maintain accurate records and files and develop comprehensive reports
7. Maintain the security and confidentiality of specified records and information
8. Exercise tact, patience, courtesy, and good judgment in dealing with students
9. Respond appropriately in emergency/unforeseen situations
10. Establish and maintain effective work relationships with those contacted in the performance of required duties
11. To lift 50 lbs. or up to 100 lbs. with assistance and/or carry any object weighing up to 25 lbs.
12. demonstrate sufficient physical mobility and strength to restrain, as needed, adolescent students who may be acting out frustration and/or anger
13. Physical, mental, and emotional stamina to endure many hours under sometimes stressful conditions
14. Proficient skills to use standard software applications.

ADA REQUIREMENTS:

Must be able to stand, walk, sit and lift up to 25 lbs. to the shoulder and 50 lbs. to waist height, bend, twist, reach and stretch, elbow flexion and extension, shoulder extension and flexion, back lateral flexion, able to operate office machines and equipment, demonstrate manual dexterity, necessary to operate calculator, computer, and computer keyboard, clear vision and hearing. Be able to assist in proactive management of behavior and assault training systems as prescribed by the district. Employees in this position will be required to work indoors and outdoors in a school environment. Employees will come in contact with students, parents, the public, and school district staff.

BOARD APPROVED: June 17, 2014
REVISED: TBD

2023-2024 CLASSIFIED HOURLY SALARY SCHEDULE

RANGE	POSITION	CONTRACTED DAYS	STEP A	STEP B	STEP C	STEP D	STEP E
10	Campus Aide	201	$17.90	$18.78	$19.71	$20.69	$21.73
20	Food Service Worker I	201	$17.73	$18.60	$19.53	$20.51	$21.52
30	Instructional Aide	201	$17.56	$18.42	$19.34	$20.31	$21.33
40	Clerk I	201	$18.25	$19.15	$20.09	$21.12	$22.17
50	Food Service Clerk I	201	$18.12	$19.01	$19.95	$20.97	$22.02
55	Community Liaison	201	$18.39	$19.30	$20.25	$21.30	$22.35
60	Instruction Aide Bilingual	201	$18.37	$19.28	$20.26	$21.27	$22.35
70	Food Service Worker II	201	$18.59	$19.50	$20.50	$21.50	$22.60
80	*Instructional Aide Special Education	201	$18.65	$19.61	$20.58	$21.62	$22.69
90	Paraprofessional (AA Degree Required)	201	$18.98	$19.92	$20.91	$21.97	$23.06
93	Paraprofessional - ECE I (AA Degree Required)	201	$18.98	$19.92	$20.91	$21.97	$23.06
95	Professional - ECE II (AA Degree and min. 12 ECE Units Required)	201	$21.00	$22.04	$23.13	$24.30	$25.52
100	Paraprofessional - ELD (AA Degree Required)	201	$18.98	$19.92	$20.91	$21.97	$23.06
110	Paraprofessional - Special Education (AA Degree Required)	201	$18.98	$19.92	$20.91	$21.97	$23.06
115	Behavior Intervention Technician (RBT) - Special Ed	201	$23.94	$25.13	$26.37	$27.68	$29.05
120	Cook/Baker	201	$19.81	$20.80	$21.85	$22.95	$24.11
130	**Custodian	261	$20.41	$21.44	$22.51	$23.65	$24.82
140	Library Aide I	201	$20.43	$21.47	$22.53	$23.67	$24.86
150	Clerk II	204	$20.55	$21.58	$22.66	$23.79	$24.99
160	Food Service Clerk II	204	$20.55	$21.58	$22.66	$23.79	$24.99
170	Receptionist/Substitute Placement Clerk	251	$20.55	$21.58	$22.66	$23.79	$24.99
175	Computer Technician	251	$20.71	$23.92	$27.64	$31.92	$36.87
180	Library Aide II - AA	201	$21.00	$22.03	$23.12	$24.30	$25.52
190	Library Aide III - BA	201	$21.55	$22.59	$23.76	$24.94	$26.18
200	Bustodian	261	$26.16	$27.29	$28.51	$29.76	$31.08
201	Bus Driver	201	$26.16	$27.29	$28.51	$29.76	$31.08
202	District Van Driver	201	$23.78	$24.81	$25.92	$27.05	$28.25
210	**Head Custodian	261	$23.25	$24.42	$25.64	$26.91	$28.27
220	**Landscaper-Groundskeeper	261	$23.33	$24.49	$25.73	$27.00	$28.36
230	Account Clerk	251	$24.34	$25.56	$26.84	$28.19	$29.59
240	Secretary I	224	$24.34	$25.56	$26.84	$28.19	$29.59
250	Mechanic	261	$32.77	$34.40	$36.12	$37.90	$39.81
255	Speech Language Path Asst	201	$29.82	$32.85	$34.54	$36.23	$38.15
270	Intervention Specialist	201	$34.19				
290	Bus Driver Trainer		$70.22				
300	Procedure Nurse	187	$57.42	$59.66	$61.99	$64.40	$66.91

*MAY INCLUDE PERSONAL CARE STIPEND: $1.50 PER HOUR

** MAY INLCUDE STAND-BY & ON-CALL STIPEND

***All longevity years of service will be counted for employees hired prior to January 1st, 2024. For employees hired after January 1, 2024, longevity will be counted based on Jefferson School District years of service.

LONGEVITY

3.5% at 15 years

2.0% at 19 years

2.5% at 20 years

1.0% at 22 years

2.5% at 25 years

FISCAL YEAR: 2022-2023 10%

FISCAL YEAR: 2023-2024 8% increase on-going, effective July 1, 2024

Board approve Pending

Effective: TBD