

Personnel

Certified Personnel

Job Descriptions

4117

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All employees of the school system are subject to the policies of the board of education, applicable laws, and current employee agreements.

The superintendent of schools shall develop job descriptions for school district employees which shall include at a minimum:

1. Job title;
2. General statement of duties and listing of specific responsibilities;
3. To whom the employee is directly responsible;
4. Education or training required;

Job descriptions for all employees shall be provided to employees by the Superintendent and copies maintained in the Central Office.

Duties and responsibilities for the following positions will be found in the Teacher Evaluation and Professional Growth Plan manual.

Assistant Superintendent
Principal
Director of Pupil Personnel Services
Housemaster/Assistant Principal
Assistant to the Principal
Regional Supervisor of Adult Basic Education
Supervisor of Instruction
Supervisor of Special Education
Library, Media Coordinator
Coordinator
Department Head
Classroom Teacher
Guidance Counselor
Social Worker
School Psychologist
Speech/Language Clinician