

Exhibit 1

School Board Agenda Item CC-2

August 22, 2017

Executive Summary

Proposed Revised Job Description for the ESE Counselor, Exceptional Student Learning Support (ESLS) Position

Background: This item is being recommended for School Board **adoption** to meet requirements for revised job description.

Position Title: **ESE Counselor, Exceptional Student Learning Support (ESLS)**

Division/Department: **Chief Academic Officer**

Pay Grade: **N/A** Range: **PFP \$40,724-\$46,164** Grandfathered **\$43,286-\$75,035**

Salary Schedule: **2016-2017 Teacher Salary Schedule**

Recommended Policy Status: Non-Chart Job Description – **Final** Reading

Rationale: The job description for the ESE Counselor, Exceptional Student Learning Support (ESLS) position is being revised to better align the title, goals, qualifications and primary performance responsibilities of the position, based upon the expected scope of work. The revisions include modifications that will ensure the job description accurately reflects the required qualifications, goals, experience, accountability and essential performance responsibilities of the position.

The purpose of this job is to provide related services of counseling to ESE students in order for students to benefit from exceptional education, and ongoing counseling and support to ESE students for the purpose of improving emotional well-being and academic performance.

Revisions of the job description do not impact the pay grade or salary range of the position. The position is currently occupied.

In accordance with School Board policy 4010, it is requested that the revised education, experience and skill qualifications outlined in the job description adopted by the School Board on August 22, 2017, be waived for employees currently holding affected positions.

As part of the process to create and edit job descriptions, Compensation provides the designated Bargaining Unit or Meet and Confer Representative with a copy of the new or revised job description prior to the first reading. Any feedback received from the Representative is reviewed for consideration and, where applicable, incorporated as part of the job description. On June 21, 2017, a conference call with BTU Representatives and ESLS leadership, took place to review changes to the revised ESE Counselor, Exceptional Student Learning Support (ESLS) job description. Feedback gathered from the conference call was incorporated as part of the job description. In addition, BTU was provided a final draft of the job description via e-mail on July 13, 2017. Additional feedback was not received prior to submission of this document for approval.

Cost: There is no additional financial impact to the District.