

Exhibit 1

School Board Agenda Item

October 2, 2019

Executive Summary

Proposed **New** Job Description for the Supervisor, Social and Emotional Learning Position

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

Position Title: **Supervisor, Social and Emotional Learning**

Division/Department: **Student Support Initiatives & Recovery**

Salary Band: C Range: \$74,407 - \$126,209

Salary Schedule: **ESMAB Salary Schedule**

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

Rationale: The job description for the Supervisor, Social and Emotional Learning has been created in conjunction with the approved 2018 – 2019 Organizational Chart for Student Support Initiatives & Recovery, which was adopted by the School Board on December 18, 2018. This is a critical position that is responsible for establishing and promoting a unified, District-wide framework for social-emotional learning (SEL), including best practices for program implementation, use of tools, and communication protocols.

The job description has been revised based on feedback received from School Board Members during the First Reading. Changes include:

1. Edit to the performance responsibility to clarify liaison function for SEL-related grants.
 - ~~Provide grant management services within the department for all SEL-related initiatives~~ Serve as a liaison between the Division of Finance, Grants Administration Department, Office of Student Support Initiatives and Recovery and all other stakeholders, to ensure the fidelity of implementation for SEL-related grants.

An evaluation of the job description was conducted to determine the salary band assignment of C on the ESMAB salary structure. There is one Board approved position associated with this job description.

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. The Representative for ESMAB was provided a copy of the job description via e-mail on September 17, 2019 and on August 7, 2019. Additional feedback was not received prior to submission of this document for approval.

Cost: The creation of this job description represents no additional financial impact. The source of funding for the position associated with this item has been encumbered as part of the department's budget.