

Exhibit 1

School Board Agenda Item

December 10, 2019

Executive Summary

Proposed **Revised** Job Description for the Area Supervisor, Food & Nutrition Services Position

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

Position Title: Area Supervisor, Food & Nutrition Services

Division/Department: Chief of Strategy & Operations

Salary Band: B Range: \$64,617 - \$110,702

Salary Schedule: ESMAB Salary Schedule

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

Rationale: The job description for the Area Supervisor, Food & Nutrition Services is being revised to better align the qualifications and primary performance responsibilities of the position, based upon the expected scope of work. This position is responsible for supervising Food & Nutrition Services Managers and staff to ensure high quality food service programs that comply with local, state, and federal regulations, and operate with maximum efficiency, exceptional customer service, and financial responsibility. The job description defines the performance responsibilities and the minimum education and experience required to perform successfully in the job.

This is multi-incumbent position with ten (10) positions currently being occupied. There are eleven (11) Board approved positions associated with this job description.

An evaluation of the revised job description does not result in a salary band change.

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 November 20, 2019. Additional feedback was not received prior to submission of this document for approval.

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