

School Board Agenda Item CC-5
November 5, 2013

Executive Summary

Proposed Revised Job Description, Preferred and Minimum Qualifications for the
Director, Student Services Position

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

Position Title: Director, Student Services

Division/Department: Chief Academic Officer /Student Support Initiatives

Salary Band: **€ D** Range: **\$78,305 - \$137,997** Point Range: **1045 -1214**

Salary Schedule: **2012-2013 ESMAB Salary Schedule**

Recommended Policy Status: Organizational Chart Job Description - **Final** Reading

Rationale: The job description for the Director, Student Services position is being revised to update the qualifications and performance responsibilities of the job. The revision will ensure the job description accurately reflects the required minimum and preferred qualifications, accountability, goal and appropriate salary band of the position. The modifications presented better align to the District's Strategic Plan.

The purpose of this job is to provide leadership and direction for the Student Services department to ensure effective implementation and compliance of programs: Child Abuse and Neglect Services, Delinquency Services, Family Counseling, Foster Care Services, Homeless Education Services, School Social Work and Attendance Services, in the delivery of dropout prevention strategies, to undergird high school graduation and support the District's Strategic Plan.

Revision of the job description impacts the current salary band of the position. The position is filled and will not require staffing changes.

Cost: There is no financial impact to the District