

School Board Agenda Item CC-3  
February 19, 2014

**Executive Summary**

Revised Job Descriptions for the Director, Literacy and the  
Director, English for Speakers of Other Languages (ESOL) Positions

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

**Position Title:** **Director, Literacy**  
**Director, English for Speakers of Other Languages**

**Division/Department:** Chief Academic Officer/ Instruction & Interventions

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

**Salary Schedule:** **2013-2014 ESMAB Salary Schedule**

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

**Rationale:** The job descriptions are being revised to update the qualifications and performance responsibilities of the positions. The revisions will ensure that the job descriptions accurately reflect the required minimum and preferred qualifications, accountability, goal and appropriate salary band of the positions. The modifications proposed align with other roles of similar level of accountability identified within the Department of Instruction & Interventions.

The purpose of the Director, Literacy is to provide district leadership in the development, support, communication, and continuous improvement of high-quality literacy curriculum, instruction, assessment, and professional development that supports the academic achievement of K-12 students along the pathway to college and career readiness in alignment with the District's Strategic Plan.

The purpose of the Director, English Speakers of Other Languages (ESOL) is to provide strategic leadership in the development, implementation, coordination and monitoring of high quality instruction, and professional development that supports the academic achievement of K-12 English Language Learners. The position provides effective communication and parent resources in multiple languages in alignment with the District's Strategic Plan. The position is responsible for developing grant requests and monitoring the implementation and evaluation of the Title III grants for maximum utilization of funds.

Revisions of the job descriptions impact the salary band of the positions. The positions are filled and will not require staffing changes.

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