



DATE: December 13, 2023

TO: Board of Education

FROM: Mrs. Kerstin Kramer, Superintendent Chief Learning Officer

SUBJECT: Approve Proposed Revisions to Job Description Technology Services Specialist and Retitling to Technology Services Specialist II

PRESENTED BY: Michael Shepherd, Executive Director of Human Resources

ACTION REQUESTED

Approve the proposed revisions to the job description of the Technology Services Specialist and retitling the position to Technology Services Specialist II.

BACKGROUND INFORMATION

The classified job description for the Technology Services Specialist II is a revision and retitling of the existing Technology Services Specialist job description. The range remains unchanged. This was needed due to the creation of the Technology Services Specialist I position and job description.

RESOURCES REQUIRED: General Fund

PREPARED BY: Lupita Vazquez, Executive Assistant, for Mike Shepherd, Executive Director of Human Resources

Attachments: Draft job description and current job description