



DATE: June 16, 2021

TO: Board of Education

FROM: Mrs. Carmen Ghysels, Superintendent Chief Learning Officer

SUBJECT: Approve Job Description Curriculum Instruction and Assessment Coordinator

PRESENTED BY: Joan Zappettini, Director of Human Resources

ACTION REQUESTED

Approve Job Description Curriculum Instruction and Assessment Coordinator

BACKGROUND INFORMATION

This job description has been created to align with specific needs of the Educational Services Department. This position provides leadership and support in developing, implementing, monitoring, and sustaining a comprehensive student data and assessment system that connects assessment to instruction and facilitates the use of assessment results to improve instruction and intervention. This position also collaborates with stakeholders to coordinate, implement and monitor key components of the district-wide literacy system.

RESOURCES REQUIRED: N/A

PREPARED BY: Cindi Friedli for Joan Zappettini

Attachment: Proposed Job Description - Draft