



DATE: April 23, 2025

TO: Board of Education

FROM: Mrs. Kerstin Kramer, Superintendent Chief Learning Officer

SUBJECT: Approve Proposed New Job Description for Educational Specialist

PRESENTED BY: Mike Shepherd, Executive Director of Human Resources

ACTION REQUESTED

Approve the new job description for Educational Specialist.

BACKGROUND INFORMATION

A new job description for the Educational Specialist is being presented to the Board for review and approval.

RESOURCES REQUIRED: N/A

PREPARED BY: Tichelle Criswell, Confidential Administrative Assistant, for Mike Shepherd,
Executive Director of Human Resources

Attachment: Proposed Job Description