



DATE: March 20, 2024

TO: Board of Education

FROM: Mrs. Kerstin Kramer, Superintendent Chief Learning Officer

SUBJECT: Approve the Proposed Job Description for Teacher on Special Assignment (TOSA)

PRESENTED BY: Michael Shepherd, Executive Director of Human Resources

ACTION REQUESTED

Approve the proposed job description for the Teacher on Special Assignment (TOSA).

BACKGROUND INFORMATION

The new job description for Educational Services Teacher on Special Assignment is being presented to the Board for review and approval. The new job description includes in house new teacher induction support, work location, and up to ten (10) additional, optional workdays agreed upon throughout the school year; five (5) in August prior to the start of the contracted year and five (5) after the end of the school year.

RESOURCES REQUIRED:

LREBG

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

Attachment: Proposed Job Description