



**Executive Summary**  
**Fayette County Public Schools Board Meeting**  
**Agenda Item**

**MEETING:** Planning

**DATE:** 5/9/2016

**TOPIC:** Job Description

**PREPARED BY:** Jennifer Dyar

**Recommended Action on:** 5/23/16

**Action Item for Vote (REGULAR MEETING)**

**Superintendent Prior Approval:** Yes

**Recommendation/Motion:** A motion is in order to: "Approve the Job Description of Transportation Records Clerk

**Background/Rationale:** This is an update to the existing job description to more accurately reflect current job duties.

**Policy:** 01.11 (General Powers and Duties of the Board)

**Fiscal Impact:** N/A (existing position)

**Attachments(s):** Transportation Records Clerk job description

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Superintendent Emmanuel Caulk

701 East Main Street, Lexington, Kentucky 40502 • Phone: 859.381.4100 • [www.fcps.net](http://www.fcps.net)

**Mailing Address:** 1126 Russell Cave Rd., Lexington, Kentucky 40505