



**FLOYD COUNTY BOARD OF EDUCATION**  
**Dr. Henry Webb, Superintendent**  
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Jeff Stumbo, Chair - District 3  
Linda C. Gearheart, Vice-Chair - District 1  
Dr. Chandra Varia, Member - District 2  
Rhonda Meade, Member - District 4  
Sherry Robinson, Member - District 5

**Consent Agenda Item (Action Item):** Create a Hall Monitor position for South Floyd as part of the 21<sup>st</sup> Century Community Learning Center Grant.

**Applicable Statute or Regulation:** KRS 162.90 Powers and duties of the local board.

**Fiscal/Budgetary Impact:** Funds budgeted from the 21<sup>st</sup> Century Community Learning Center Grant will be used to fund the position.

**History/Background:** The intent of the 21st Century Community Learning Center Grant is to allow schools to provide effective out-of-school programs that will result in improved student achievement, and be sustained through community partnerships at the conclusion of the grant funds. Since its inception, the afterschool program at South Floyd has led to a significant increase in participation by students at South Floyd. This has led to the need of extra personnel to supervise students as they move from room to room in the afternoon

**Recommended Action:** Adopt as recommended.

**Contact Person(s):** Ted George @ 886.4507

  
\_\_\_\_\_  
**Superintendent**

  
\_\_\_\_\_  
**HR Director**

**Date:** September 14, 2016

The Floyd County Board of Education does not discriminate on the basis of race, color, national origin, age, religion, marital status, sex, or disability in employment, educational programs, or activities as set forth in Title IX & VI, and in Section 504.



## **FLOYD COUNTY SCHOOLS**

### **Classified Job Description**

**TITLE:** Hall Monitor

**QUALIFICATIONS:** HS school diploma or GED. Prior experience in activities development and operation preferred.

**REPORTS TO:** Principal and Site Coordinator

**JOB GOAL:** Lead program activities and oversee designated groups of students at assigned site according to program and center policies.

**TERMS OF EMPLOYMENT:** Salary and terms of employment according to approved salary schedules

**EVALUATION:** Performance will be evaluated in accordance with provisions of the district evaluation plan.

**PERFORMANCE RESPONSIBILITIES:**

- Maintains effective communication with Site Coordinator and/or school personnel at assigned site.
- Follows direction of Site Coordinator or program director in regard to policies and procedures
- Adheres to program requirements, including board policies.
- Plans for, leads, participates in, and is responsible for program activities at assigned site.
- Reports endangering situations immediately to Site Coordinator or Director.
- Addresses parents, students, community members, and fellow workers in a respectful, sensitive manner.
- Participates in program requirements for planning, design, and delivery.
- Serves as a member of the program site team.
- Assists Site Coordinator to ensure integration and coordination of multiple program activities.
- Prepares reports as required in an accurate, timely manner.
- Identifies needed supplies and resource and communicates these to the Site Coordinator.
- Participates in professional development, trainings, and staff meetings as assigned.
- Other such responsibilities as assigned.

I hereby acknowledge I have received and reviewed a copy of my job description with the Floyd County Board of Education.

Employee Signature: \_\_\_\_\_

Last four digits of SS#: \_\_\_\_\_

Date: \_\_\_\_\_