



Kenton County School District | *It's about ALL kids.*

**THE KENTON COUNTY BOARD OF
EDUCATION**

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Dr. Henry Webb, Superintendent of Schools

KCSD ISSUE PAPER

DATE:

06/22/2018

AGENDA ITEM (ACTION ITEM):

Consider/Approve Approve the revised job description for the positions of "Academic Program Consultant".

APPLICABLE BOARD POLICY:

03.133 "Duties": Job Description

HISTORY/BACKGROUND:

During the June 14, 2018 special board meeting, the Board approved several new and revised job descriptions. One of the job descriptions was inadvertently omitted from the attachment approved by the Board. The job title was approved at the June 14, 2018 meeting, and this represents an opportunity for the Board to review the job description associated with the approved position "Academic Program Consultant".

FISCAL/BUDGETARY IMPACT:

No fiscal/budgetary impact as a result of this job description since this is an existing job description and the terms of employment have not changed.

RECOMMENDATION:

It is recommended the Kenton County Board of Education accept the job description for the position of "Academic Program Consultant" as presented.

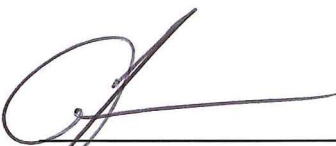
CONTACT PERSON:

Matt Rigg, Director Human Resources

Principal



District Administrator



Superintendent

Use this form to submit your request to the Superintendent for items to be added to the Board Meeting Agenda.

Principal –complete, print, sign and send to your Director. Director –if approved, sign and put in the Superintendent's mailbox.

Kenton County Board of Education

Board Members: Carl Wicklund, Chairperson Karen L. Collins, Vice Chairperson Joshua Crabtree, Esq. Carla Egan Jessica Jehn
"The Kenton County Board of Education provides *Equal Education & Employment Opportunities.*"

Kenton County School District
Job Description: Academic Program Consultant
Job Class Number: TBD

TITLE: Academic Program Consultant

QUALIFICATIONS:

1. Valid Kentucky teaching certificate and a supervisor of instruction or consultant certification
2. Minimum of five (5) years teaching experience
3. Master's Degree

REPORTS TO: Lead Academic Program Consultant

SUPERVISES: None

JOB GOAL: To increase teacher capacity and provide a world-class education for ALL Kenton County School District students

PERFORMANCE RESPONSIBILITIES:

1. Districtwide implementation and development of curriculum review, development and implementation for all levels
2. Conducts districtwide evaluation of instructional practices and recommends such changes and improvements as needed
3. Designs, recommends and executes educational experimentation and disseminates and interprets the results to administrators, teachers and parents
4. Provides ongoing professional standards-based and growth learning
5. Keeps current with all educational developments and practices
6. Perform other responsibilities as assigned by the supervisor

TERMS OF EMPLOYMENT:

- 215 Days
- Salary Schedule: Certified Salary Scale and Academic Program Consultant Index
- Exempt status

EVALUATION:

Performance of the position will be evaluated annually by the Lead Academic Program Consultant

APPROVED: 06/14/2018