

Revised Submitted:
 05/28/2024 07/01/2024

JOB TITLE:	DISTRICT RESOURCE TEACHER PROFESSIONAL AND DEEPER LEARNING ACADEMIC INNOVATION LEAD
DIVISION	ACADEMICS
SALARY SCHEDULE/GRADE:	JOB FAMILY III
WORK YEAR:	210 220 DAYS
FLSA STATUS:	EXEMPT
JOB CLASS CODE:	4756
BARGAINING UNIT:	CERT

SCOPE OF RESPONSIBILITIES

Provides support, assistance and advice to system wide service centers and/or school staffs in the area of **academic innovation and culturally responsive pedagogy assignment**. Supports teachers, Academic Instructional Coaches, and school and district administrators in assigned curricular areas. Supports individual teachers in the classroom and groups of teachers in collegial settings to implement curriculum, high quality resources, and research-based instructional strategies in assigned content area(s). **The role will support the Board Goals and Guardrails and the creation and monitoring of Academic Readiness Measures.**

PERFORMANCE RESPONSIBILITIES & EVALUATION CRITERIA

- Supports school leaders and staff in designing and implementing best instructional practices in the assigned area, including a focus on depth of learning not breadth.
- ~~Provides technical assistance to District and school staff in area of assignment~~
- Provides feedback and guidance to appropriate ~~District and~~ school staff on the implementation of ~~and compliance with policies and standards related to area of assignment~~ high quality instructional resources and innovative practices
- Delivers technical and logistic assistance in the design and implementation of workshops and training programs as required
- Provides staff training as assigned to meet District goals and objectives **that enhance the student learning experience**
- Participates in supporting Elective courses and Career & Technical Education teachers in developing academic systems that foster innovation**
- Gathers data as needed to complete assignments **and presents it in a meaningful and concise way as needed**
- ~~Provides assistance to teachers and other staff in the area of effective instructional and class management techniques~~
- Researches past and current practices in area of assignment, integrates research in all areas of responsibility; submits reports and recommendations as required
- Provides support and coaching for teachers in the assigned area to design and implement rigorous instruction and assessments that are aligned to standards and the tier one curricular resource, including Enhanced Support Schools.**
- ~~Performs health services if needed, for which training will be provided~~
- Performs other duties as assigned by supervisor

Completes all trainings and other compliance requirements as assigned and by the designated deadline
Participates in supporting CTE teachers and academy teams in developing academic support systems
Regular, predictable performance is required for all performance responsibilities
This position requires reporting to the assigned JCPS worksite for collaboration, customer support, and team interaction

PHYSICAL DEMANDS

<p>This work is performed while standing, or walking. The work requires the use of hands for simple grasping and fine manipulations. The work at times requires bending, squatting, crawling, climbing, reaching, with the ability to lift, carry, push or pull light weights.</p> <p>This work is conducted in an office and school setting. This position has inside environmental conditions with protection from weather conditions but not necessarily from temperature changes or atmospheric conditions while working on performance responsibilities.</p> <p>This position requires the following physical activities rarely (up to 25% of the workweek): balancing, bending, climbing, crawling, crouching, driving, kneeling, and reaching. The following physical activities are required occasionally (up to 50% of the workweek): lifting up to 20 lbs., pulling up to 20 lbs., pushing up to 20 lbs., standing, and walking. Feeling, grasping, hearing, and talking are required frequently (up to 75% of the workweek). Repetitive motions and visual acuity are required constantly (up to 100% of the workweek).</p>

MINIMUM QUALIFICATIONS

Master's degree with valid Kentucky Teaching Certificate
Three (3) years of successful teaching experience
Effective communication skills

DESIRABLE QUALIFICATIONS

Demonstrated leadership ability
Demonstrated ability to organize data
Experience in planning, developing, and conducting in-service programs
Experience in a diverse workplace



NEW:
07/01/2024

Submitted:
05/28/2024

JOB TITLE:	ACADEMIC INNOVATION LEAD
DIVISION	ACADEMICS
SALARY SCHEDULE/GRADE:	JOB FAMILY III
WORK YEAR:	220 DAYS
FLSA STATUS:	EXEMPT
JOB CLASS CODE:	
BARGAINING UNIT:	CERT

SCOPE OF RESPONSIBILITIES

Provides support, assistance and advice to system wide service centers and/or school staff in the area of academic innovation and culturally responsive pedagogy. Supports teachers, Academic Instructional Coaches, and school and district administrators in assigned curricular areas. Supports individual teachers in the classroom and groups of teachers in collegial settings to implement curriculum, high quality resources, and research-based instructional strategies in assigned content area(s). The role will support the Board Goals and Guardrails and the creation and monitoring of Academic Readiness Measures.

PERFORMANCE RESPONSIBILITIES & EVALUATION CRITERIA

Supports school leaders and staff in designing and implementing best instructional practices in the assigned area, including a focus on depth of learning not breadth.

Provides feedback and guidance to appropriate school staff on the implementation of high quality instructional resources and innovative practices

Delivers technical and logistic assistance in the design and implementation of workshops and training programs as required

Provides staff training as assigned to meet District goals and objectives that enhance the student learning experience

Participates in supporting Elective courses and Career & Technical Education teachers in developing academic systems that foster innovation

Gathers data as needed to complete assignments and presents it in a meaningful and concise way as needed

Researches past and current practices in area of assignment, integrates research in all areas of responsibility; submits reports and recommendations as required

Provides support and coaching for teachers in the assigned area to design and implement rigorous instruction and assessments that are aligned to standards and the tier one curricular resource, including Enhanced Support Schools.

Performs other duties as assigned by supervisor

Completes all trainings and other compliance requirements as assigned and by the designated deadline

Participates in supporting CTE teachers and academy teams in developing academic support systems

Regular, predictable performance is required for all performance responsibilities

This position requires reporting to the assigned JCPS worksite for collaboration, customer support, and team interaction

PHYSICAL DEMANDS

This work is conducted in an office and school setting. This position has inside environmental conditions with protection from weather conditions but not necessarily from temperature changes or atmospheric conditions while working on performance responsibilities.

This position requires the following physical activities rarely (up to 25% of the workweek): balancing, bending, climbing, crawling, crouching, driving, kneeling, and reaching. The following physical activities are required occasionally (up to 50% of the workweek): lifting up to 20 lbs., pulling up to 20 lbs., pushing up to 20 lbs., standing, and walking. Feeling, grasping, hearing, and talking are required frequently (up to 75% of the workweek). Repetitive motions and visual acuity are required constantly (up to 100% of the workweek).

MINIMUM QUALIFICATIONS
Master's degree with valid Kentucky Teaching Certificate
Three (3) years of successful teaching experience
Effective communication skills

DESIRABLE QUALIFICATIONS
Demonstrated leadership ability
Demonstrated ability to organize data
Experience in planning, developing, and conducting in-service programs
Experience in a diverse workplace



JOB TITLE:	ACADEMIC INNOVATION SPECIALIST
DIVISION	ACADEMICS
SALARY SCHEDULE/GRADE:	IV, GRADE 9
WORK YEAR:	220 DAYS
FLSA STATUS:	EXEMPT
JOB CLASS CODE:	
BARGAINING UNIT:	CLAA

NEW:
07/01/2024

Submitted:
05/28/2024

SCOPE OF RESPONSIBILITIES

Provides support and assistance to leaders, teachers and school staff-in the area of academic innovation and instructional support. Provides content support to personnel at school locations; assists in planning, implementation, evaluation and monitoring, and assists in curriculum development/ refinement; supports schools in the design, coordination, and implementation of curriculum and instruction. This work will be coordinated with various role groups, including the Office of Multilingual Learners, CTE, and ECE, aimed at improving academic achievement. This role will align planning to the vision of the Academics Department and District, all state and federal requirements, and will work closely with other departments across the District to ensure coherence in planning and implementation for academic innovation. The role will specifically serve to support the Board Goals and Guardrails and the creation of Academic Readiness Measures.

PERFORMANCE RESPONSIBILITIES & EVALUATION CRITERIA

Supports school leaders and staff in designing and implementing best instructional practices in the assigned area

Works collaboratively with District leadership and school leadership teams to align school initiatives with District plans and initiatives, best practices and policies, including the support of Enhanced Support Schools

Delivers technical assistance and logistics in the design and implementation of workshops, conferences and training programs as required

Develops and provides training, consultation, and other support to administrators, teachers, and school based leadership teams in content area improvement through academic innovation, including culturally responsive instructional strategies designed to eliminate achievement and opportunity gaps

Encourages and models skillful use of data to inform decision making as related to the assigned area

Analyzes a variety of student performance data to make decisions about professional learning needs in the assigned area

Researches past and current practices in area of assignment, integrates research in all areas of responsibility; submits reports and or presentations and recommendations as required

Performs other duties as assigned by supervisor

Completes all trainings and other compliance requirements as assigned and by the designated deadline

Provides guidance and aligns support for Elective courses and Career & Technical Education teachers in developing academic systems that foster innovation

Practices culturally responsive teaching and leadership in the development of curricular resources, professional learning for educators, and daily practice

Provides support and coaching for leaders & teachers in the assigned area to design and implement rigorous instruction and assessments that are aligned to standards and the tier one curricular resource

Maintains a budget and manages contracts/vendor relationships as directed

Provides oversight and guidance to Academic Innovation Leads as directed

Regular, predictable performance is required for all performance responsibilities

This position requires reporting to the assigned JCPS worksite for collaboration, customer support, and team interaction

PHYSICAL DEMANDS

This work is conducted in an office and school setting. This position has inside environmental conditions with protection from weather conditions but not necessarily from temperature changes or atmospheric conditions while working on performance responsibilities.

This position requires the following physical activities rarely (up to 25% of the workweek): balancing, bending, climbing, crawling, crouching, driving, kneeling, and reaching. The following physical activities are required occasionally (up to 50% of the workweek): lifting up to 20 lbs., pulling up to 20 lbs., pushing up to 20 lbs., standing, and walking. Feeling, grasping, hearing, and talking are required frequently (up to 75% of the workweek). Repetitive motions and visual acuity are required constantly (up to 100% of the workweek).

MINIMUM QUALIFICATIONS

Master’s Degree with Professional Certificate for Instructional Leadership (Supervisor of Instruction) and/or Principal Certificate

Five (5) years of successful teaching experience

Expertise in equity, inclusion, and culturally responsive education

Ability to work successfully with others

Effective communication skills

DESIRABLE QUALIFICATIONS

Demonstrated leadership ability

Demonstrated ability to organize data

Experience in planning, developing, and conducting in-service programs

Experience in a diverse workplace



NEW: Revised: Submitted:
 07/01/2024 05/28/2024
 07/01/2022 05/24/2022

JOB TITLE:	COORDINATOR FEDERAL PROGRAMS ACADEMICS
DIVISION	ACADEMICS SERVICES
SALARY SCHEDULE/GRADE:	II, GRADE 5
WORK YEAR:	AS APPROVED BY THE BOARD
FLSA STATUS:	EXEMPT
JOB CLASS CODE:	8777
BARGAINING UNIT:	CLAP

SCOPE OF RESPONSIBILITIES

Provides programmatic support to schools and District departments; assists in planning, implementation, evaluation, and monitoring of ~~Title I~~, Title II and Title IV programs; researches evidence-based practices that can be used in schools to improve student achievement; ~~provides guidance, monitoring, and support of federal programs in private/nonpublic schools~~ assists with the planning and coordination of extended learning programs.

PERFORMANCE RESPONSIBILITIES & EVALUATION CRITERIA

- Supports ~~Title I~~ schools and district departments in program planning, implementation, and evaluation of ~~Title I Schoolwide Programs~~ federal and extended learning programs
- Assists in planning, developing, and implementing professional development and/or trainings
- Provides technical expertise for school and District office staff in implementing ~~Title I~~, Title II, and Title IV programs
- Consults with personnel at schools and District offices on selection, implementation, and evaluation of instructional programs and services
- Collects, compiles, and analyzes school and District data
- Disseminates information about federal programs as appropriate
- ~~Provides monitoring and consultation for private/nonpublic schools, as needed~~
- Assists in monitoring compliance with ~~Title I~~, Title II, and Title IV legislation and guidelines
- Assists in the planning, coordination, and implementation of extended learning programs
- Assists with the support of parent and family engagement programs
- Completes all trainings and other compliance requirements as assigned by the designated deadline
- Performs other duties as assigned by supervisor
- Regular, predictable performance is required for all performance responsibilities
- This position requires reporting to the assigned JCPS worksite for collaboration, customer support, and team interaction

PHYSICAL DEMANDS

~~The work is primarily sedentary. The work requires the use of hands for simple grasping and fine manipulations. The work at times requires bending, squatting, climbing, reaching, with the ability to lift, carry, push or pull light weights. The work requires activities involving exposure to marked changes in temperature and humidity and driving automotive equipment.~~

This work is conducted in an office setting. This position has inside environmental conditions with protection from weather conditions but not necessarily from temperature changes or atmospheric conditions while working on performance responsibilities.

This position requires the following physical activities rarely (up to 25% of the workweek): balancing, bending, climbing, crawling, crouching, driving, kneeling, and reaching. The following physical activities are required occasionally (up to 50% of the workweek): lifting up to 20 lbs., pulling up to 20 lbs., pushing up to 20 lbs., standing, and walking. Feeling, grasping, hearing, and talking are required frequently (up to 75% of the workweek). Repetitive motions and visual acuity are required constantly (up to 100% of the workweek).

MINIMUM QUALIFICATIONS

Associate's degree

Ability to conduct research, maintain accurate records, and meet established deadlines

Ability to work successfully with a variety of programs

Effective written and verbal communication skills

DESIRABLE QUALIFICATIONS

Bachelor's degree

Experience with federal or state programs

Demonstrated leadership ability

Experience with continuous improvement planning

Experience in a diverse workplace



Revised: 07/01/2024
Submitted: 05/28/2024

JOB TITLE:	COORDINATOR FEDERAL PROGRAMS ACADEMICS
DIVISION	ACADEMICS
SALARY SCHEDULE/GRADE:	II, GRADE 5
WORK YEAR:	AS APPROVED BY THE BOARD
FLSA STATUS:	EXEMPT
JOB CLASS CODE:	8777
BARGAINING UNIT:	CLAP

SCOPE OF RESPONSIBILITIES

Provides programmatic support to schools and District departments; assists in planning, implementation, evaluation, and monitoring of Title II and Title IV programs; researches evidence-based practices that can be used in schools to improve student achievement; assists with the planning and coordination of extended learning programs.

PERFORMANCE RESPONSIBILITIES & EVALUATION CRITERIA

Supports schools and district departments in program planning, implementation, and evaluation of federal and extended learning programs

Assists in planning, developing, and implementing professional development and/or trainings

Provides technical expertise for school and District office staff in implementing Title II and Title IV programs

Consults with personnel at schools and District offices on selection, implementation, and evaluation of instructional programs and services

Collects, compiles, and analyzes school and District data

Disseminates information about federal programs as appropriate

Assists in monitoring compliance with Title II and Title IV legislation and guidelines

Assists in the planning, coordination, and implementation of extended learning programs

Assists with the support of parent and family engagement programs

Completes all trainings and other compliance requirements as assigned by the designated deadline

Performs other duties as assigned by supervisor

Regular, predictable performance is required for all performance responsibilities

This position requires regular reporting to the assigned JCPS worksite for collaboration, customer support, and team interaction

PHYSICAL DEMANDS

This work is conducted in an office setting. This position has inside environmental conditions with protection from weather conditions but not necessarily from temperature changes or atmospheric conditions while working on performance responsibilities.

This position requires the following physical activities rarely (up to 25% of the workweek): balancing, bending, climbing, crawling, crouching, driving, kneeling, and reaching. The following physical activities are required occasionally (up to 50% of the workweek): lifting up to 20 lbs., pulling up to 20 lbs., pushing up to 20 lbs., standing, and walking. Feeling, grasping, hearing, and talking are required frequently (up to 75% of the workweek). Repetitive motions and visual acuity are required constantly (up to 100% of the workweek).

MINIMUM QUALIFICATIONS
Associate's degree
Ability to conduct research, maintain accurate records, and meet established deadlines
Ability to work successfully with a variety of programs
Effective written and verbal communication skills

DESIRABLE QUALIFICATIONS
Bachelor's degree
Experience with federal or state programs
Demonstrated leadership ability
Experience with continuous improvement planning
Experience in a diverse workplace



NEW: Revised: Submitted:
 07/01/2024 05/28/2024
 08/07/2019 08/06/2019

JOB TITLE:	DIRECTOR TITLE I/II/IV ACADEMIC PROJECTS AND INSTRUCTIONAL SUPPORT
DIVISION	ACADEMICS
SALARY SCHEDULE/GRADE:	IV, GRADE 12
WORK YEAR:	AS APPROVED BY BOARD 260 DAYS
FLSA STATUS:	EXEMPT
JOB CLASS CODE:	4060
BARGAINING UNIT:	CERX

SCOPE OF RESPONSIBILITIES

Procures and monitors instructional resources and professional support. The director also provides ~~Provides~~ leadership to and direct supervision of ~~Parent and Family Engagement and the Title I/II/IV~~ Title II and IV department and oversees ~~Title I,~~ Title II, and Title IV funding streams which have significant impact on District's programs; plans and implements activities which typically affect more than one organizational department or major activity; maintains contact with other departments, the public, other agencies and/or parents on districtwide matters.

PERFORMANCE RESPONSIBILITIES & EVALUATION CRITERIA

Develops the operating budget for Title ~~I,II,~~ and IV and assures that all functions operate within the appropriated amounts

Cooperates with Principals and/or other organizational units to implement common goals and objectives for ~~Title I, II, and IV~~

Manages and oversees all Title ~~I/II/~~ and IV funding streams designed to support ~~Title I~~ schools, District priorities, goals and strategic plans

~~Creates a system to procure high quality resources and monitor effectiveness~~

~~Collaborates with district leadership to determine school and districtwide needs~~

~~Works with resource partners to provide high quality instructional resources, training and support~~

~~Acts as a liaison for family and community partnerships and student support~~

Supervises and provides direction to implement goals, objectives and functions of the organizational unit

Initiates policy, formulates and recommends program goals and objectives as appropriate

Prepares required and special reports or presentations as requested

Provides effective leadership to implement performance evaluation procedures

Assures compliance with federal, state and District policy, administrative procedures and negotiated agreements as applicable to assignment

Chairs and/or participates on committees and task forces as assigned

Supervises and evaluates staff as assigned

Performs other duties as assigned by supervisor

Completes all trainings and other compliance requirements as assigned and by the designated deadline

~~Regular, predictable performance is required for all performance responsibilities~~

~~This position requires regular reporting to the assigned JCPS worksite for collaboration, customer support, and team interaction~~

PHYSICAL DEMANDS

~~The work is primarily sedentary. The work requires the use of hands for simple grasping and fine manipulations. The work at times requires bending, squatting, crawling, climbing, reaching with the ability to lift, carry, push or pull light weights. The work requires activities involving being around moving machinery, exposure to marked changes in temperature and humidity, driving automotive equipment, and exposure to dust, fumes and gases~~

This work is conducted in an office setting. This position has inside environmental conditions with protection from weather conditions but not necessarily from temperature changes or atmospheric conditions while working on performance responsibilities.

This position requires the following physical activities rarely (up to 25% of the workweek): balancing, bending, climbing, crawling, crouching, driving, kneeling, and reaching. The following physical activities are required occasionally (up to 50% of the workweek): lifting up to 20 lbs., pulling up to 20 lbs., pushing up to 20 lbs., standing, and walking. Feeling, grasping, hearing, and talking are required frequently (up to 75% of the workweek). Repetitive motions and visual acuity are required constantly (up to 100% of the workweek).

MINIMUM QUALIFICATIONS

Master's Degree with Kentucky certification in administration and/or supervision of instruction

Five (5) years of successful experience teaching ~~related to Title I/II -other federal and/or state programs~~

~~Ability to articulate vision of best practice for instructional programs~~

Experience delivering and planning professional learning

Successful leadership experience

Effective communication skills

DESIRABLE QUALIFICATIONS

Advanced training in research, development, and evaluation

Principal experience

~~Experience related to federal and/or state programs and funding~~

Experience in a diverse workplace

~~Strong communication skills and the ability to multitask regularly~~



Revised: 07/01/2024
Submitted: 05/28/2024

JOB TITLE:	DIRECTOR ACADEMIC PROJECTS AND INSTRUCTIONAL SUPPORT
DIVISION	ACADEMICS
SALARY SCHEDULE/GRADE:	IV, GRADE 12
WORK YEAR:	260 DAYS
FLSA STATUS:	EXEMPT
JOB CLASS CODE:	4060
BARGAINING UNIT:	CERX

SCOPE OF RESPONSIBILITIES

Procures and monitors instructional resources and professional support. The director also provides leadership to and direct supervision of Parent and Family Engagement and the Title II and IV department and oversees Title II and Title IV funding streams which have significant impact on District's programs; plans and implements activities which typically affect more than one organizational department or major activity; maintains contact with other departments, the public, other agencies and/or parents on districtwide matters.

PERFORMANCE RESPONSIBILITIES & EVALUATION CRITERIA

Develops the operating budget for Title II and IV and assures that all functions operate within the appropriated amounts

Cooperates with Principals and/or other organizational units to implement common goals and objectives for Title II and IV

Manages and oversees all Title II and IV funding streams designed to support schools, District priorities, goals and strategic plans

Creates a system to procure high quality resources and monitor effectiveness

Collaborates with district leadership to determine school and districtwide needs

Works with resource partners to provide high quality instructional resources, training and support

Acts as a liaison for family and community partnerships and student support

Supervises and provides direction to implement goals, objectives and functions of the organizational unit

Initiates policy, formulates and recommends program goals and objectives as appropriate

Prepares required and special reports or presentations as requested

Provides effective leadership to implement performance evaluation procedures

Assures compliance with federal, state and District policy, administrative procedures and negotiated agreements as applicable to assignment

Chairs and/or participates on committees and task forces as assigned

Supervises and evaluates staff as assigned

Performs other duties as assigned by supervisor

Completes all trainings and other compliance requirements as assigned and by the designated deadline

Regular, predictable performance is required for all performance responsibilities

This position requires regular reporting to the assigned JCPS worksite for collaboration, customer support, and team interaction

PHYSICAL DEMANDS

This work is conducted in an office setting. This position has inside environmental conditions with protection from weather conditions but not necessarily from temperature changes or atmospheric conditions while working on performance responsibilities.

This position requires the following physical activities rarely (up to 25% of the workweek): balancing, bending, climbing, crawling, crouching, driving, kneeling, and reaching. The following physical activities are required occasionally (up to 50% of the workweek): lifting up to 20 lbs., pulling up to 20 lbs., pushing up to 20 lbs., standing, and walking. Feeling, grasping, hearing, and talking are required frequently (up to 75% of the workweek). Repetitive motions and visual acuity are required constantly (up to 100% of the workweek).

MINIMUM QUALIFICATIONS

Master's Degree with Kentucky certification in administration and/or supervision of instruction

Five (5) years of successful experience teaching

Ability to articulate vision of best practice for instructional programs

Experience delivering and planning professional learning

Successful leadership experience

Effective communication skills

DESIRABLE QUALIFICATIONS

Advanced training in research, development, and evaluation

Principal experience

Experience related to federal and/or state programs and funding

Experience in a diverse workplace

Strong communication skills and the ability to multitask regularly

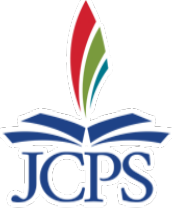


JOB TITLE:	SPECIALIST TITLE I PARENT AND FAMILY ENGAGEMENT ACADEMICS
DIVISION:	ACADEMICS SERVICES
SALARY SCHEDULE/GRADE:	II/IV, GRADE 9
WORK YEAR:	AS APPROVED BY THE BOARD
FLSA STATUS:	EXEMPT
JOB CLASS CODE:	4290
BARGAINING UNIT:	CLAS/CERX

~~NEW~~ Revised: Submitted:
~~08/31/2022~~ ~~08/30/2022~~
 05/28/2024 05/28/2024

SCOPE OF RESPONSIBILITIES
Provides instructional support to component personnel at school locations; assists in component parent and family engagement planning, implementation, evaluation and monitoring, and assists in curriculum development/refinement; assists in planning, developing, implementing professional development for school-based component personnel; assists in coordinating the Title I parent and family engagement components with the regular program. Supports the District's parent and family engagement programs.
PERFORMANCE RESPONSIBILITIES & EVALUATION CRITERIA
Serves as a resource by providing a variety of services to component personnel at the local school level and by assisting in the selection, preparation and use of appropriate component parent and family engagement instructional materials
Assists in component planning, implementation and evaluation of parent and family engagement programs
Assists in curriculum development and refinement of the component parent and family engagement
Assists in planning, developing and implementing component in-service related to parent and family engagement
Provides technical expertise in designing, adapting and implementing on-the-job training for the Title I staff at the local school level
Collects, compiles and analyzes component management system parent and family engagement data
Disseminates parent and family engagement programs information as appropriate
Works with appropriate personnel to resolve parent and family engagement programs concerns
Assists in monitoring parent and family engagement component for compliance with Title I legislation and guidelines
Collaborates with Academics staff to plan and implement parent and family engagement programs pertaining to literacy, high-quality instructional resources and curriculum, academic standards, and other related topics
Evaluates staff as assigned

Performs other duties as assigned by supervisor
Completes all trainings and other compliance requirements as assigned and by the designated deadline
Regular, predictable performance is required for all performance responsibilities
This position requires regular reporting to the assigned JCPS worksite for collaboration, customer support, and team interaction
PHYSICAL DEMANDS
The work is primarily sedentary. The work requires the use of hands for simple grasping and fine manipulations. The work at times requires bending, squatting, climbing, reaching, with the ability to lift, carry, push or pull light weights. The work requires activities involving exposure to marked changes in temperature and humidity and driving automotive equipment.
This work is conducted in an office setting. This position has inside environmental conditions with protection from weather conditions but not necessarily from temperature changes or atmospheric conditions while working on performance responsibilities.
This position requires the following physical activities rarely (up to 25% of the workweek): balancing, bending, climbing, crawling, crouching, driving, kneeling, and reaching. The following physical activities are required occasionally (up to 50% of the workweek): lifting up to 20 lbs., pulling up to 20 lbs., pushing up to 20 lbs., standing, and walking. Feeling, grasping, hearing, and talking are required frequently (up to 75% of the workweek). Repetitive motions and visual acuity are required constantly (up to 100% of the workweek).
MINIMUM QUALIFICATIONS
Master's Degree
Three (3) years of successful teaching experience at the appropriate level
Knowledge of current literature, instructional strategies and materials in the math or reading/language arts areas
Effective communication skills
DESIRABLE QUALIFICATIONS
Certification in reading or equivalent professional experience in reading, related fields or additional hours in math as appropriate
Kentucky certification in Administration and/or Supervision (Principal's Certification) or Counselor's Certification
Ability to interpret test results and assist in developing/refining where appropriate, corrective instructional interventions
Demonstrated ability to work with a wide range of people in different roles
Knowledge of federal programs, preferably Title I
Experience in a diverse workplace
Footnote
This position is categorically funded and re-employment is subject to periodic review based on availability of funds and continued need for the project.



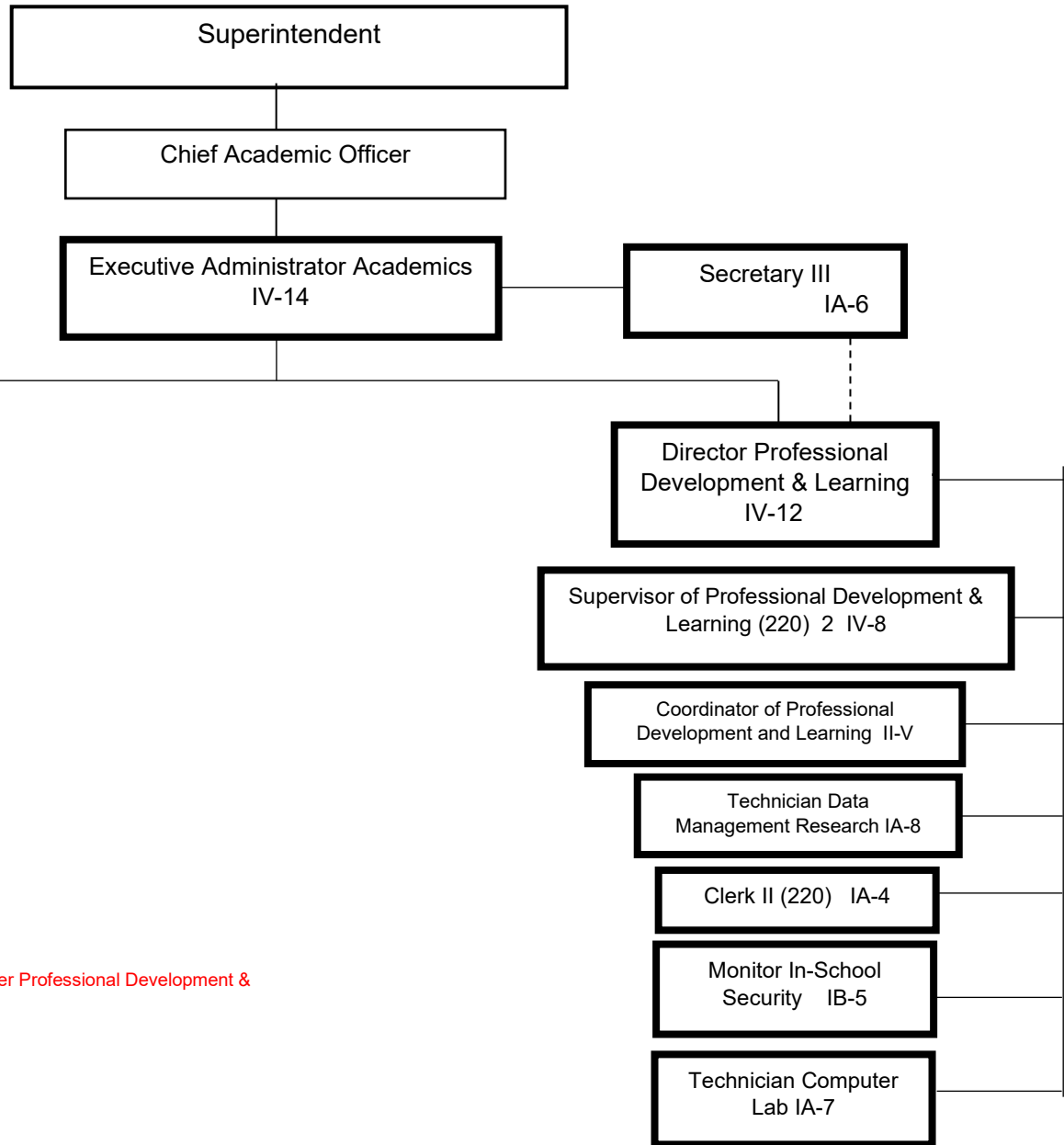
JOB TITLE:	SPECIALIST PARENT AND FAMILY ENGAGEMENT ACADEMICS
DIVISION:	ACADEMICS
SALARY SCHEDULE/GRADE:	II/IV, GRADE 9
WORK YEAR:	AS APPROVED BY THE BOARD
FLSA STATUS:	EXEMPT
JOB CLASS CODE:	4290
BARGAINING UNIT:	CLAS/CERX

Revised: Submitted:
 05/28/2024 05/28/2024

SCOPE OF RESPONSIBILITIES
Provides instructional support to personnel at school locations; assists in parent and family engagement planning, implementation, evaluation and monitoring, and assists in curriculum development/ refinement; assists in planning, developing, implementing professional development for school-based personnel; assists in coordinating the Title I parent and family engagement components with the regular program. Supports the District’s parent and family engagement programs.
PERFORMANCE RESPONSIBILITIES & EVALUATION CRITERIA
Serves as a resource by providing a variety of services to personnel at the local school level and by assisting in the selection, preparation and use of appropriate parent and family engagement instructional materials
Assists in planning, implementation and evaluation of parent and family engagement programs
Assists in curriculum development and refinement of parent and family engagement
Assists in planning, developing and implementing in-service related to parent and family engagement
Provides technical expertise in designing, adapting and implementing on-the-job training for the Title I staff at the local school level
Collects, compiles and analyzes parent and family engagement data
Disseminates parent and family engagement programs information as appropriate
Works with appropriate personnel to resolve parent and family engagement programs concerns
Assists in monitoring parent and family engagement component for compliance with Title I legislation and guidelines
Collaborates with Academics staff to plan and implement parent and family engagement programs pertaining to literacy, high-quality instructional resources and curriculum, academic standards, and other related topics
Evaluates staff as assigned
Performs other duties as assigned by supervisor

Completes all trainings and other compliance requirements as assigned and by the designated deadline
Regular, predictable performance is required for all job responsibilities
This position requires regular reporting to the assigned JCPS worksite for collaboration, customer support, and team interaction
PHYSICAL DEMANDS
This work is conducted in an office setting. This position has inside environmental conditions with protection from weather conditions but not necessarily from temperature changes or atmospheric conditions while working on performance responsibilities. This position requires the following physical activities rarely (up to 25% of the workweek): balancing, bending, climbing, crawling, crouching, driving, kneeling, and reaching. The following physical activities are required occasionally (up to 50% of the workweek): lifting up to 20 lbs., pulling up to 20 lbs., pushing up to 20 lbs., standing, and walking. Feeling, grasping, hearing, and talking are required frequently (up to 75% of the workweek). Repetitive motions and visual acuity are required constantly (up to 100% of the workweek).
MINIMUM QUALIFICATIONS
Master's Degree
Three (3) years of successful teaching experience at the appropriate level
Knowledge of current literature, instructional strategies and materials in the math or reading/language arts areas
Effective communication skills
DESIRABLE QUALIFICATIONS
Certification in reading or equivalent professional experience in reading, related fields or additional hours in math as appropriate
Kentucky certification in Administration and/or Supervision (Principal's Certification) or Counselor's Certification
Ability to interpret test results and assist in developing/refining where appropriate, corrective instructional interventions
Demonstrated ability to work with a wide range of people in different roles
Knowledge of federal programs, preferably Title I
Experience in a diverse workplace

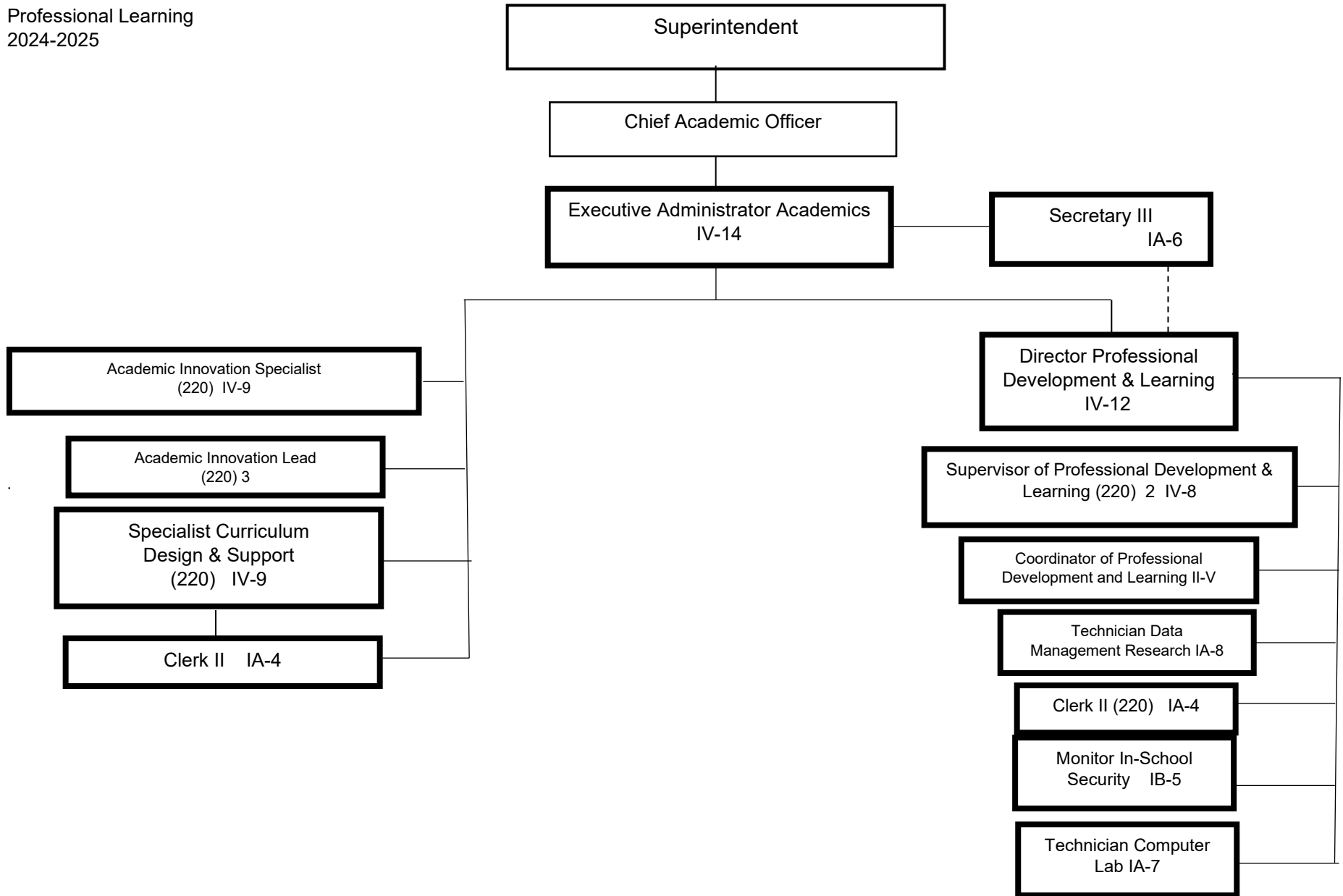
Footnote
This position is categorically funded and re-employment is subject to periodic review based on availability of funds and continued need for the project.



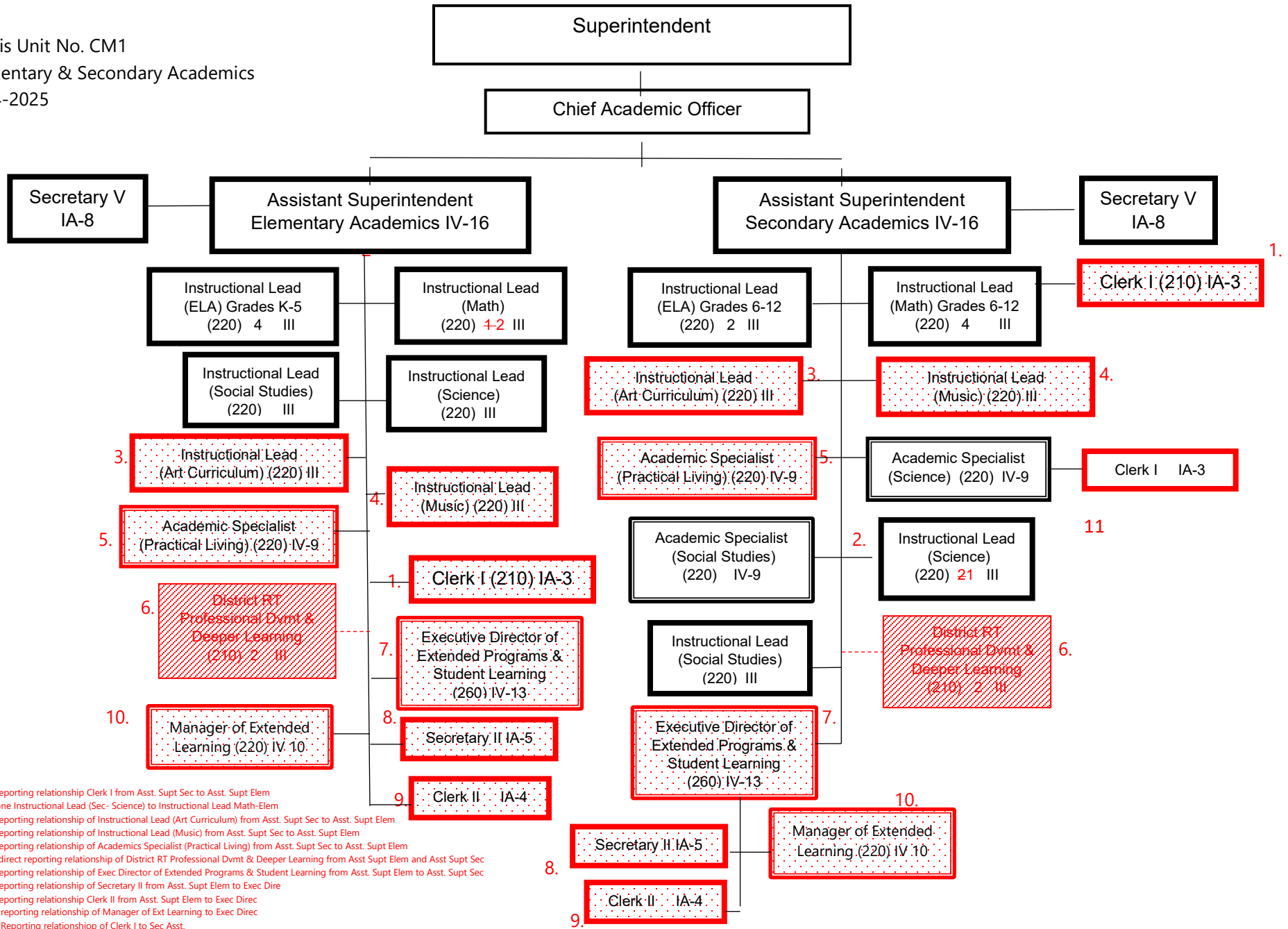
1. Delete one vacant and reclassify three (3) District Resource Teacher Professional Development & Deeper Learning to Academic Innovation Lead
2. Add one (1) Academic Innovation Specialist

Summary:

General Fund Positions: 16
 Categorical Fund Positions: 0



Summary:
 General Fund Positions: 16
 Categorical Fund Positions: 0

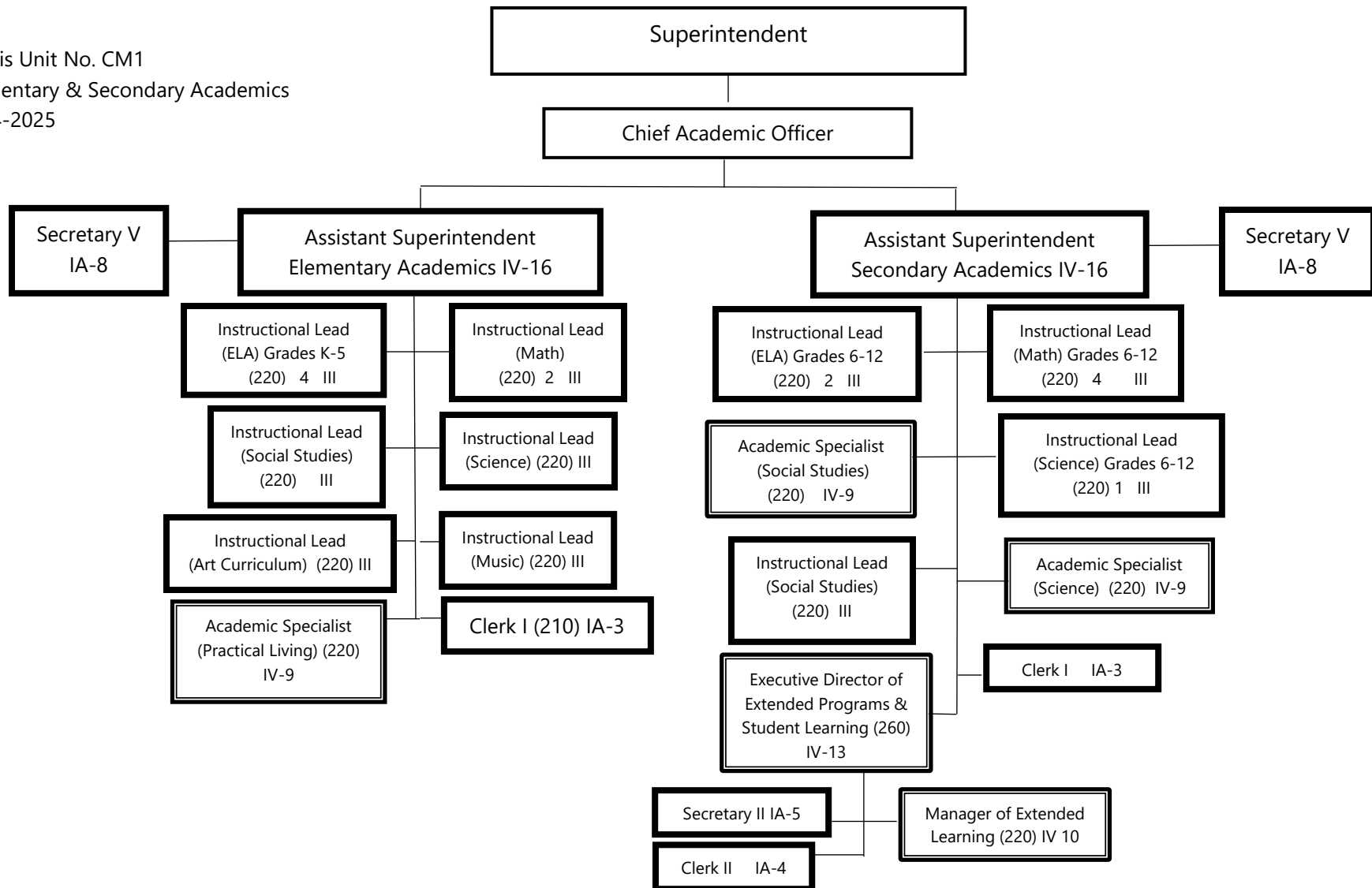


1. Change reporting relationship Clerk I from Asst. Supt Sec to Asst. Supt Elem
2. Change one Instructional Lead (Sec- Science) to Instructional Lead Math-Elem
3. Change reporting relationship of Instructional Lead (Art Curriculum) from Asst. Supt Sec to Asst. Supt Elem
4. Change reporting relationship of Instructional Lead (Music) from Asst. Supt Sec to Asst. Supt Elem
5. Change reporting relationship of Academics Specialist (Practical Living) from Asst. Supt Sec to Asst. Supt Elem
6. Delete indirect reporting relationship of District RT Professional Dvmt & Deeper Learning from Asst Supt Elem and Asst Supt Sec
7. Change reporting relationship of Exec Director of Extended Programs & Student Learning from Asst. Supt Elem to Asst. Supt Sec
8. Change reporting relationship of Secretary II from Asst. Supt Elem to Exec Dire
9. Change reporting relationship Clerk II from Asst. Supt Elem to Exec Dire
10. Change reporting relationship of Manager of Ext Learning to Exec Dire
11. Change Reporting relationship of Clerk I to Sec Asst.

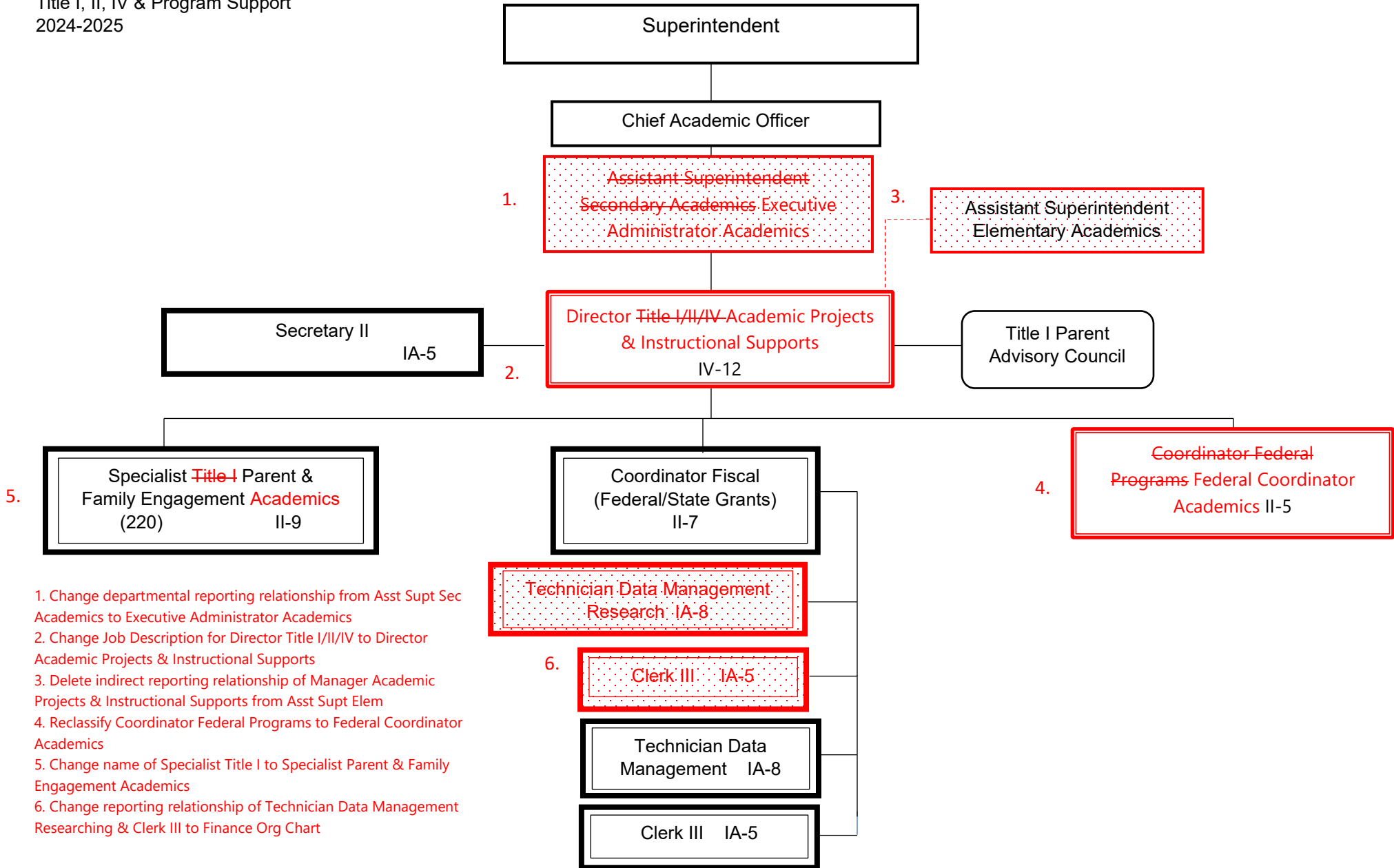
Summary:

General Fund Positions: 27
 Categorical Fund Positions: 4

Submitted: 03/26/2024 05/28/2024
 Effective: 07/01/2024



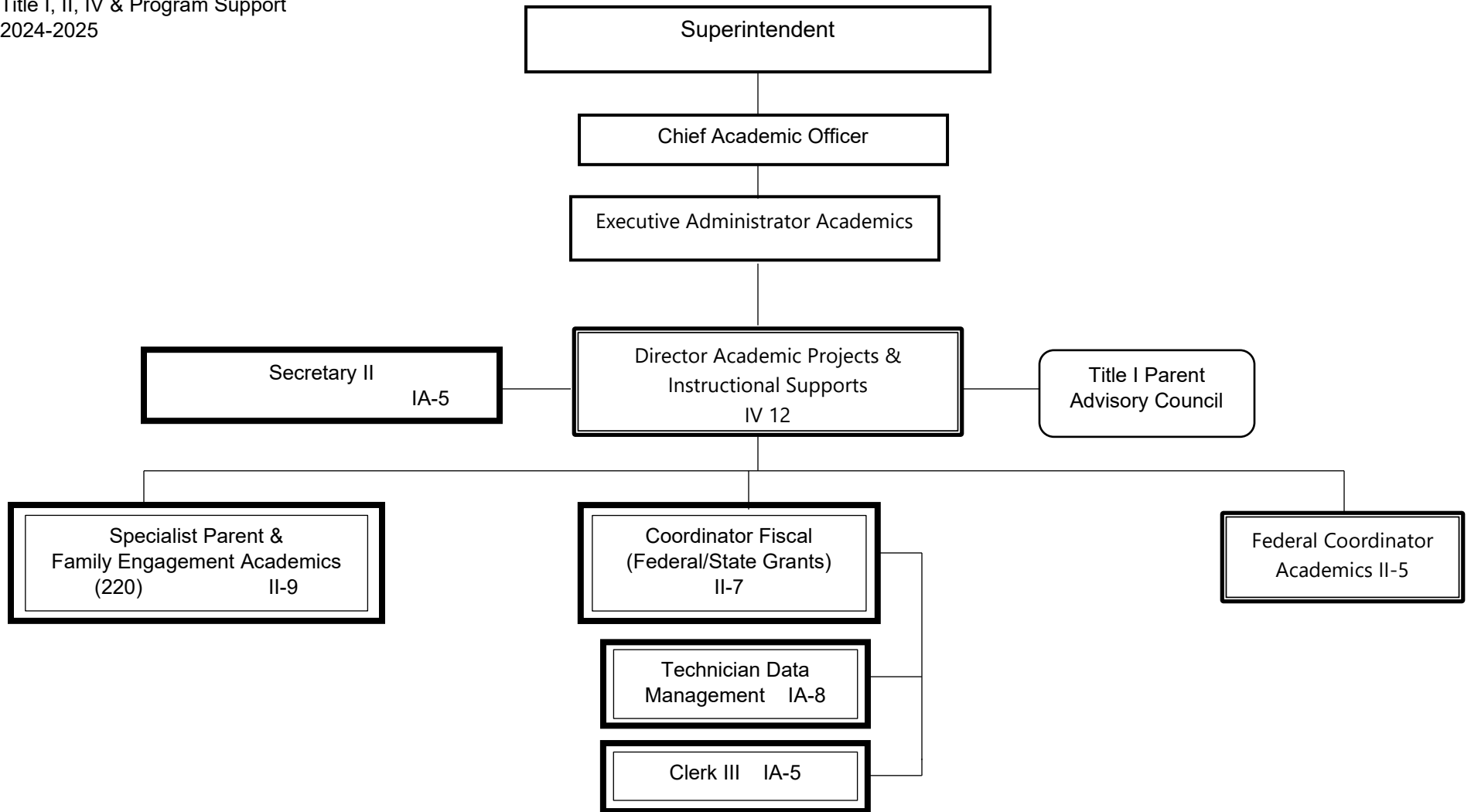
Summary:
 General Fund Positions: 27
 Categorical Fund Positions: 4



1. Change departmental reporting relationship from Asst Supt Sec Academics to Executive Administrator Academics
2. Change Job Description for Director Title I/II/IV to Director Academic Projects & Instructional Supports
3. Delete indirect reporting relationship of Manager Academic Projects & Instructional Supports from Asst Supt Elem
4. Reclassify Coordinator Federal Programs to Federal Coordinator Academics
5. Change name of Specialist Title I to Specialist Parent & Family Engagement Academics
6. Change reporting relationship of Technician Data Management Researching & Clerk III to Finance Org Chart

Summary:

General Fund Positions: 1
 Categorical Fund Positions: 8 6



Summary:

General Fund Positions: 1
Categorical Fund Positions: 6