

NEW: Submitted:
09/25/2024 09/24/2024

JOB TITLE:	COACH MAGNET THEME IMPLEMENTATION
DIVISION	SCHOOLS
SALARY SCHEDULE/GRADE:	JOB FAMILY III
WORK YEAR:	220 DAYS
FLSA STATUS:	EXEMPT
JOB CLASS CODE:	0000
BARGAINING UNIT:	CERT

SCOPE OF RESPONSIBILITIES

Provides leadership, coordination, and support for the district wide magnet schools through work with business/community partners, Office of School Choice, Diversity, Equity & Poverty, and student/teacher support.

PERFORMANCE RESPONSIBILITIES & EVALUATION CRITERIA

- Develops and maintains school level advisory committee and plans four (4) meetings per year; provides a yearly planning calendar during opening week of school for the entire year
- Works directly with business/community partners, including collecting time/talent hours monthly, reporting to school leadership team, and maintaining ongoing communication with all partners to ensure meaningful engagement (e.g. aligns co-op opportunities, coordinates equipment/supply needs)
- Hosts an annual business partner appreciation event for all business partners at the end of each school year
- Organizes a magnet planning retreat in the summer with the school level advisory committee to review magnet theme implementation, school specific progress towards goals, and develops program modifications in conjunction with the Office of School Choice
- Visits business partners' place of business in the summer
- Assists teachers with the development and integration of the magnet theme across the school.
- Attends trainings for various "quasi-administrative" roles to include master scheduling, strategic plans, SIP plans, etc. to be prepared to assist administrators with normal management functions
- Serves as the liaison between the Office of School Choice and the school to ensure consistent communication
- Serves on the school leadership team and works closely with guidance counselors and administrative team to ensure master scheduling aligns with theme implementation goals
- Concentrates time on magnet priorities
- Responsible for coordinating summer experiences for students and teachers aligned with school's magnet theme
- Assists in the onboarding of new teachers, team leads, and administrators to the magnet school
- Completes all trainings and other compliance requirements as assigned and by the designated deadline
- Performs other duties as assigned by supervisor

PHYSICAL DEMANDS

This work is completed 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 valid Kentucky teaching certificate

Three (3) years successful teaching experience

School theme experience

Valid Driver's License and ability to travel to work locations

Demonstrated academic leadership experience

Effective communication skills

DESIRABLE QUALIFICATIONS

Experience in the human resources or education fields

Demonstrated history of leadership experience in school setting (Department Chair, Team Leader, SBDM, etc.)

Demonstrated history of working with external partners (business partners, advisory boards, industry associations, etc.)

Successful experience organizing and planning events such as awards programs, retreats, orientations, trainings, etc.

Effective and efficient attention to detail with experience working with student data, maintaining records, producing reports

Strong professional standards, communication skills, and understanding of meeting protocols in working with business partners

Experience in a diverse workplace



NEW: Submitted:
09/25/2024 09/24/2024

JOB TITLE:	COORDINATOR SCHOOL CHOICE OUTREACH
DIVISION	SCHOOLS
SALARY SCHEDULE/GRADE:	II, GRADE 7
WORK YEAR:	AS APPROVED BY THE BOARD
FLSA STATUS:	EXEMPT
JOB CLASS CODE:	0000
BARGAINING UNIT:	CLAS

SCOPE OF RESPONSIBILITIES

Assumes responsibility for providing community outreach services, supporting marketing/recruitment, technical assistance, and training in the School Choice application process. This position will work collaboratively with schools and community partners to address removing barriers for families and increase applications.

PERFORMANCE RESPONSIBILITIES & EVALUATION CRITERIA

Works closely with program administrator in developing and implementing educational programs and support services

Provides training and supervision for program staff

Works with staff in determining and ordering equipment and supplies needed for component areas

Meets with program staff regularly to monitor effectiveness of services

Maintains accurate records on the program and provides data and reports to appropriate personnel

Evaluates effectiveness of program

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

PHYSICAL DEMANDS

This work is completed 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

Bachelor's degree in area of responsibilities

Two (2) years successful experience in program administration/supervision

Three (3) years of experience in working with families with multi-cultural, multi-ethnic backgrounds

Effective communication skills

DESIRABLE QUALIFICATIONS

Experience in working with different age groups

Experience in a diverse workplace



NEW: 09/25/2024
Submitted: 09/24/2024

JOB TITLE:	DISTRICT MAGNET COORDINATOR
DIVISION	SCHOOLS
SALARY SCHEDULE/GRADE:	IV, GRADE 8
WORK YEAR:	AS APPROVED BY THE BOARD
FLSA STATUS:	EXEMPT
JOB CLASS CODE:	0000
BARGAINING UNIT:	CERX

SCOPE OF RESPONSIBILITIES

Provides leadership, coordination, and support for the District wide magnet schools through work with the Office of School Choice, Diversity, Equity, & Poverty, and Academic Services Division.

PERFORMANCE RESPONSIBILITIES & EVALUATION CRITERIA

- Develops and maintains District level advisory committee and plans four (4) meetings per year; provides a yearly planning calendar during opening week of school for the entire year
- Assists and supports school leaders and magnet implementation coaches in developing and implementing new theme with fidelity
- Identifies, coordinates, and organizes professional development opportunities with curricular partners with school staff and leadership
- Organizes a magnet planning retreat in the summer with each MSAP school to review theme implementation across all schools, school specific progress towards goals, and develops program modifications in conjunction with each MSAP school
- Ensures MSAP grant implementation and reporting
- Actively participating in all MSAP program evaluation and research activities throughout the project period
- Responsible for coordinating summer coaching and support for school leadership aligned with school's magnet theme and goals
- Assists in the onboarding of new teachers, team leads, and administrators to the magnet school
- Completes all trainings and other compliance requirements as assigned and by the designated deadline
- Concentrates time on magnet priorities
- Performs other duties as assigned by supervisor

PHYSICAL DEMANDS

The work is primarily sedentary. The work requires the use of hands for simple grasping and fine manipulations. This work is completed 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 valid Kentucky teaching certificate

Three (3) years of successful teaching experience
Valid driver's license and ability to travel to work locations
Demonstrated academic leadership experience
Effective communication skills

DESIRABLE QUALIFICATIONS
Experience is theme-based, magnet school or program education settings
Demonstrated history of leadership experience in school setting (Department Chair, Team Leader, SBDM, etc.)
Demonstrated history of working with external partners (business partners, advisory boards, industry associations, etc.)
Successful experience organizing and planning events such as awards programs, retreats, orientations, trainings, etc.
Effective and efficient attention to detail with experience working with student data, maintaining records, producing reports
Strong professional standards, communication skills, and understanding of meeting protocols in working with business partners
Experience in a diverse workplace



NEW: 09/25/2024
Submitted: 09/24/2024

JOB TITLE:	TEACHER STEM MAGNET INTERVENTION
DIVISION	SCHOOLS
SALARY SCHEDULE/GRADE:	JOB FAMILY III
WORK YEAR:	190 DAYS
FLSA STATUS:	EXEMPT
JOB CLASS CODE:	0000
BARGAINING UNIT:	CERT

SCOPE OF RESPONSIBILITIES

Provides teachers with the pedagogical support to leverage technology in the classroom effectively. This position requires a student-centered learning philosophy, creative problem-solving abilities, interpersonal and communication skills, and eagerness to take a leadership role.

PERFORMANCE RESPONSIBILITIES & EVALUATION CRITERIA

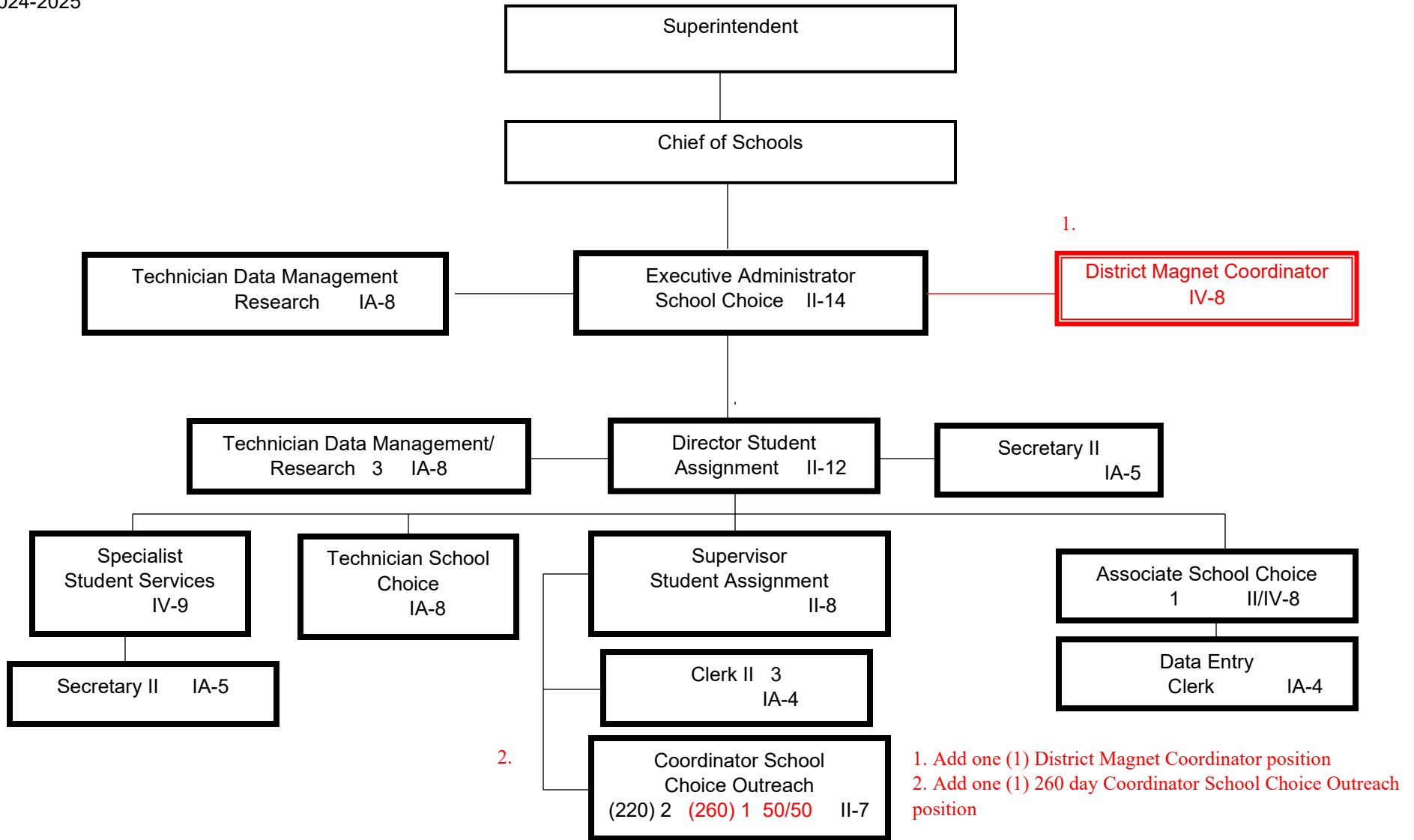
- Collaborate with School Magnet Design Team and school leadership to develop and execute the project
- Facilitate teacher and student leadership team
- Lead and support instructional staff and instructional staff in the integration of effective uses of digital technology through a consistent pattern of strategic outreach and informal support through direct coaching, modeling and co-teaching
- Administers and analyzes data from diagnostic assessments as well as assist school with administration of universal screeners and other assessments as required by the school
- Maintains and analyzes progress-monitoring data collection on students
- Reports and provides progress-monitoring data, as well as, beginning, middle and end of the year documentation of student progress to appropriate school, District and state stakeholders
- Participate in in-person and virtual learning to build the capacity to be an effective coach
- Participates in professional learning activities related to the adopted research based intervention as well as other professional learning opportunities to further develop knowledge/skills
- Collaboratively develop engaging lessons with instructional staff and provide support through classroom observations, modeling, and co-teaching
- Promote a strong learning culture
- Nurture and grow student opportunities for leadership in technology and STEM
- Performs other duties as assigned by supervisor
- Completes all trainings and other compliance requirements as assigned by the designated deadline

PHYSICAL DEMANDS

This work is completed in a school-based 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 occasionally (up to 50% of the workweek): balancing, crawling, feeling, grasping, lifting up to 50 pounds, pulling up to 50 pounds, and pushing up to 50 pounds. The following physical activities are required frequently (up to 75% of the workweek): bending, crouching, kneeling, reaching, repetitive motions, and standing. Hearing, talking, and visual acuity are required constantly (up to 100% of the workweek). Driving is not required for this position.

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

DESIRABLE QUALIFICATIONS
Ability to work successfully with people
Experience with using and teaching the use of state-of-the-art instructional technology

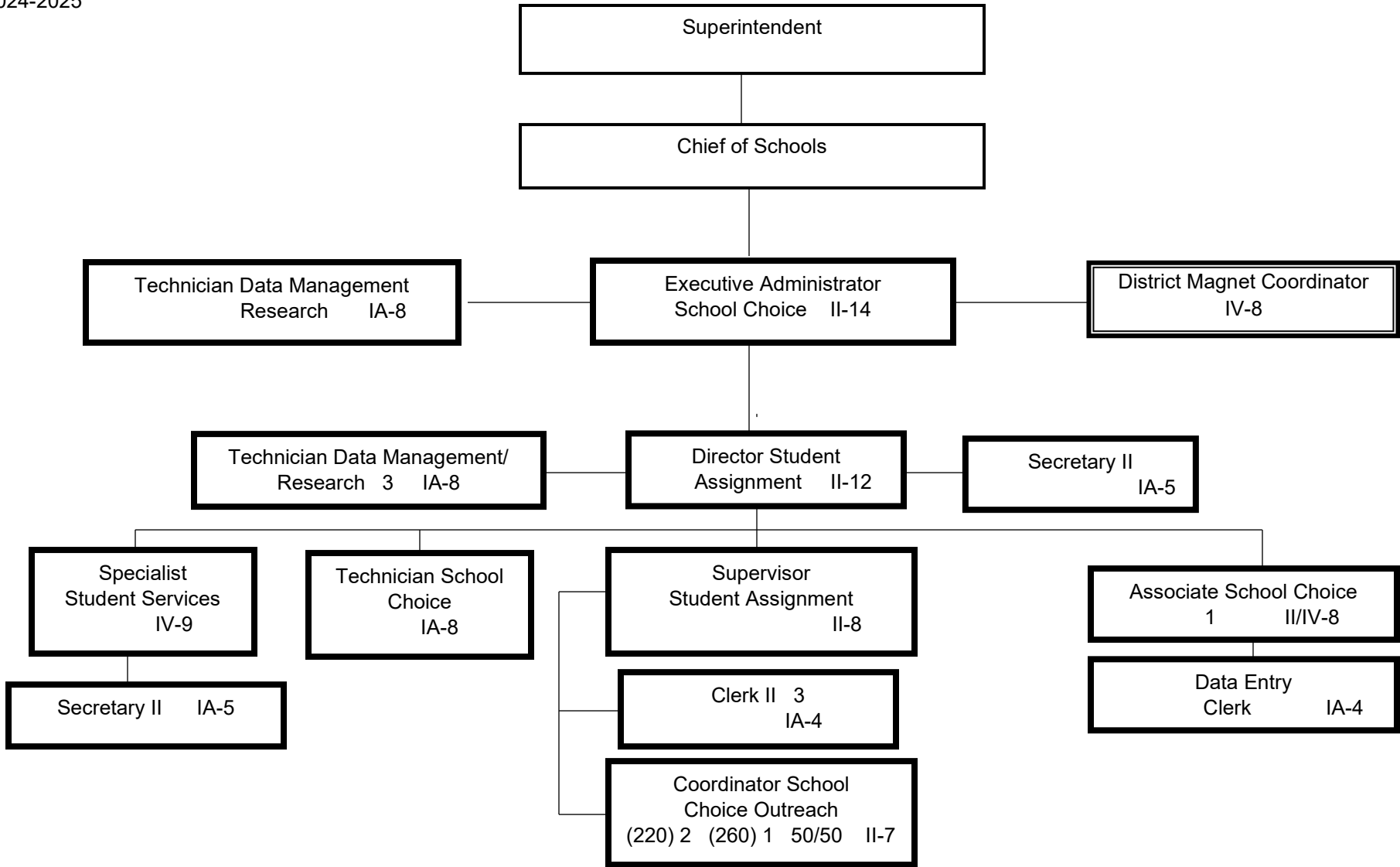


2.

1. Add one (1) District Magnet Coordinator position
 2. Add one (1) 260 day Coordinator School Choice Outreach position

Summary:

General Fund Positions: 47 18.5
 Categorical Fund Positions: 0 .50



Summary:

General Fund Positions: 18.5
 Categorical Fund Positions: .50