

SUPPORTING INFORMATION

CONSENT ITEM E-4

POSITION CREATIONS/DELETIONS

Delete:

Position	Salary/Grade	Duties
<p>Special Services Data Specialist- ESC/Exceptional Student Support Services</p> <p><i>Annual Budget Impact:</i> \$23,317 min. – \$31,096 max.</p> <p><i>Funding Source:</i> 11-6210-2544-501210-239-105000-609-05-066-6210</p>	<p>CA-6 \$11.21/hr. to \$14.95/hr. 12 Months</p>	<p>The Special Service Data Specialist assists in the bi-monthly preparation, complete dissemination, monitoring and problem resolution of school compliance report data. Reviews, monitors and inputs IEP, MEEGS, REDS data from all school sites. Processes, handles, files and maintains completion data related to student data management. Assists in the maintenance, tracking, documentation and correspondence of special education students requesting county and emergency transfers.</p>

Create:

Position	Salary/Grade	Duties
<p>Manager of Elementary Data Driven Instruction- ESC/ Teaching and Learning</p> <p><i>Annual Budget Impact:</i> \$ 56,500 min. – \$ 84,700 max.</p> <p><i>Funding Source:</i> 11-0000-2240-501110-000-000000-xxx-06-070</p>	<p>EG-5 12 Months</p>	<p>Responsible for implementing and monitoring the district’s comprehensive assessment strategy for PK-5. Creates and curates high-leverage tools to support assessment literacy across elementary schools and best practices aligned to the Tulsa Way for Teaching and Learning. Provides expertise and guidance to Instructional Leadership Directors and school leaders as they lead cycles of data-driven instructional practice. Works closely with the Manager of Secondary Data-Driven Instruction and the Data Strategy and Analytics team to ensure alignment across grade levels, robust supports for data-driven practice, and user-friendly data reporting tools to support instructional planning.</p>

Create:

Position	Salary/Grade	Duties
<p data-bbox="203 281 505 411">Manager of Instructional Resources- ESC/ Teaching and Learning</p> <p data-bbox="203 447 505 546"><i>Annual Budget Impact:</i> \$ 56,500 min. – \$ 84,700 max.</p> <p data-bbox="203 581 505 680"><i>Funding Source:</i> 11-0000-2212-501110- 000-000000-xxx-06-070</p>	<p data-bbox="607 281 743 342">EG-5 12 Months</p>	<p data-bbox="824 281 1479 1079">Ensures the responsible procurement, equitable distribution and effective use of instructional materials to support the Tulsa Way for Teaching and Learning. Collaborates with Academic Content Managers to ensure materials alignment with Tulsa Learning Expectations and Tulsa Public Schools' Vision for Learning. Coordinates with site personnel to ensure every student and teacher has materials needed for instruction. Maintains accurate records of all textbooks and instructional materials and manages the annual preparation and ordering of instructional materials. Coordinates resource adoption cycles, acting as an advisor to the content managers and selection committee members. Assures cost containment by determining the best possible method of purchase while considering all factors; current contracts, surplus, bids, quotes or proposals. Collaborates with the professional learning department to provide teacher and leader training on the use of adopted instructional materials.</p>

Create:

Position	Salary/Grade	Duties
<p>Manager of Library Media Services-</p> <p><i>Annual Budget Impact:</i> \$ 56,500 min. – \$ 84,700 max.</p> <p><i>Funding Source:</i> 11-0000-2212-501110- 000-000000-xxx-06-070</p>	<p>EG-5 12 Months</p>	<p>Ensures libraries in each of the district's schools provide equitable access to books, digital information sources, and media for all students. Collaborates with the city-county public library and district departments to ensure school libraries are equipped with up-to-date information literacy materials, and supports librarians to innovate with emerging technologies and maker spaces. Designs and implements strategic plans to ensure all students have access to the informational, research, and literary resources needed to support students' college and career success. Designs and delivers aligned professional development for all district librarians and provides additional coaching and support to novice librarians. Supports the design and implementation of computer science lessons and units in alignment with information literacy standards. Supervises the equitable distribution of funds and resources to all district libraries, and supports school teams with selection of librarian candidates.</p>

Delete:

Position	Salary/Grade	Duties
<p>District Assessment Coordinator- ESC/Teaching and Learning</p> <p><i>Annual Budget Impact:</i> \$ 47,476 min. – \$ 68,500 max.</p> <p><i>Funding Source:</i> 11-0000-2240-501110- 000-000000-108-06-070</p>	<p>EG-2 12 Months</p>	<p>The District Assessment Coordinator is responsible for the finalized and revised testing calendar. Schedule meetings for Building Testing Coordinators (BTC) State review for grades 3-8 and EOI. Schedule BTC meeting with the State Department each January. Prepare packet for Principals and BTC containing state law mandates. Assist with all vendor test uploads. Assist in disaggregating data for state and federal reports.</p>

Delete:

Position	Salary/Grade	Duties
Academic Coordinator-ESC/ Teaching and Learning 2 Positions <i>Annual Budget Impact:</i> \$ 97,400 min. – \$ 146,200 max. <i>Funding Source:</i> 11-0000-2212-501110- 000-000000-211-06-070	EG-3 12 Months	Provides leadership in the development, implementation, and evaluation of a comprehensive curriculum and instructional program; plans, develops, organizes, and implements the policies, regulations, guidelines, and procedures pertaining to the district curriculum.

Create:

Position	Salary/Grade	Duties
Student and Family Support Site Coordinator-Enrollment Center/ Student and Family Support Services <i>Annual Budget Impact:</i> \$ 42,014 min. – \$ 59,026 max. <i>Funding Source:</i> 11-0282-2194-501210- 000-000000-322-05-198- 0282 11-0282-2194-501210- 000-000000-322-05-230- 0282	BG-6 200 Days	Student and Family Support Site Coordinator coordinates supports for students and families, as well as implements programs and activities based upon the specific needs of the school, which may include, learning supports, discipline and suspensions, attendance, and social emotional learning. The Site Manager will provide direct assistance for students and families to overcome barriers to engaged learning. The Site Manager also works with community partners and volunteers to bring needed supports into the school to help students succeed.