

Assistant Superintendent for Learning Resources

Duties and Authority

The Assistant Superintendent for Learning Resources is responsible for the selection, management, upkeep, repair, replacement, safety and security of all District print or virtual learning materials, technology devices and infrastructure, learning and extracurricular spaces, and the physical plant. The Assistant Superintendent develops comprehensive plans and recommendations that enable the Administration and Board of Education and Superintendent to engage in long-range planning, budgeting, and monitoring of the use of all distinct resources

Administrative Relationship

The Assistant Superintendent for Learning Resources is employed by the Board of Education and reports to the Superintendent.

Qualifications

The Assistant Superintendent for Learning Resources must have experience in selecting curricular resources, have a strong background in technology and be familiar with the responsibilities involved in managing the physical plant. The Assistant Superintendent must have a Professional Educator License with a Principal or Superintendent Endorsement.

Evaluation

The Superintendent shall annually evaluate the Assistant Superintendent for Learning Resources and make employment and salary recommendations to the Board of Education.

Compensation and Benefits

The Board of Education and the Assistant Superintendent for Learning Resources shall enter into an employment agreement that conforms to Board policy and State law. The Board will consider the Superintendent's recommendations when setting compensation for the Assistant Superintendent for Learning Resources. These recommendations will be presented to the Board no later than the June Board meeting.

Terms of Employment

The work year for the Assistant Superintendent for Learning Resources shall be the same as the District's fiscal year, July 1 through June 30. In addition to legal holidays, the Assistant Superintendent for Learning Resources shall have vacation periods as approved by the Superintendent.

Adopted: 10/17/22