Superintendent - Responsibilities District Family and Community Engagement, District Finance Accountability, Vision & Strategic Planning, Policy Development, Legal and Governance, Observe/Evaluate Dist. Leadership, Budgeting Plant and Facilities, Operational & Instructional Leadership **District Instructional Programs District Operations Business** IT - Technology **Maintenance Transport SpEd** Safety & **Athletic** 6-12 Principal Responsibilities **PK-5** Manager / Custodial ation Manager Security [Admin Assist. – Sub Management] **Director Director Principal** Manager **Facility Planning Board Clerk** IT - Infrastructure Care and Driver **Physical** Athletic/Act. **PK-5 Principal SpEd Director 6-12 PRINCIPAL DUTIES Maintenance Assignments** Security **Bld Team Ldr Director Building Leadership Team - Lead and Evaluator** Budgeting Website Mgr. **Facility** Chromebook **GVE PK-5** Budgeting **Secondary Continuous Improvement Plan** Inspection Bus Access **Products BES PK-5 College & Career Plan Development PK Assess District Financials** Maintenance **Apple Products Points** Inst..Pgm. Athletic Sched ISEE Input Team (IDLA, Power Schools, Attendance, Equipment **IBM Products PLC Lead** Staff Assignments) PK-12 IEP **Transportation** Maintenance Driver Access **Server and Network** Obs./Eval - Pk-5 Staff Observation/Evaluations (6-12 Instructional Annual **Data Management** /Inventory **Training** Control And Noncert. Staff System Health **Activities Sched** Case-Mgt. System Backup **PK-5 Professional Professional Development Planning Human Resources Building Safety** SDE Key & Assignment **System Security** Development **ASB Budget and Account Reconciliation** Reporting Camera Facility Use **Security Reporting** 6-12 Behavior/Attendance **ISEE Input Team -Building/Grounds** Custodian Coordinator Para Staffing & Upload 6-12 Electives Observation & Evaluations Maintenance **Daily Route** Power Schools - System Scheduling Manager Scheduling Monthly **Architect and Maintenance** Coaches Eval **Custodial Staff** Training Para Eval District Housing -Management **Pupil Services** Activity/Trip Admin Schedule **Instructional Coach / Title I Instructional - Classroom** IHSAA Rep. Renters Daily Schedule Scheduling Policy 8320 **Assistant** (Counselor) **Technology Support Curriculum / Assessment** Policy 9409 College & Career **CTE Reporting Duty/Assignment** Driver Instructional Events **ISEE Team - Upload** Behavior - Data - Staff Coordinator **Evaluations Planning** Coach Lead Manager Collection MDT/SMT Lead Food Service/CNP **Evaluations** Data Team Lead Safety **ELA/Math Curriculum Lead** Digital Citizenship Manager Title I Support **District Web Site** Detention -504 Case Mgt. Maintenance and Committee Student Auditing and Assessment Lead - NWEA/ Scheduling and Custodial Reporting Curriculum IStation/SAT **Budgeting** -Recording Health Screener Liaison for Support Federal Programs Lead **Purchasing BGV** and SO **Google Platform** Instructional Coach Attendance -4-Year Planner Manager **Summer Project** Assessment LockDown & Pk-12 Instructional -Danielson Input **Data Collection** Scheduling and Support **Evacuation Digital Information** and Recording Scheduling-Management Account(s) Management Secondary

IDLA Scheduler