

ISLAND TREES UNION FREE SCHOOL DISTRICT

BOARD OF EDUCATION

STAFF POSITIONS

- COUNSEL
- AUDITING
- TREASURER
- CLERK

SUPERINTENDENT OF SCHOOLS

ASSISTANT SUPERINTENDENT FOR FINANCE AND ADMINISTRATION

- #### DIRECTOR OF FACILITIES

 - Head Custodians
 - Custodian/Cleaners
 - Use of Facilities
 - Maintenance Supervisor
 - Maint./Grounds
- #### DIRECTOR OF PHYSICAL EDUCATION & ATHLETICS

 - Physical Education
 - Health Education
 - Athletics
- #### DIRECTOR OF FINE AND PERFORMING ARTS

 - Music
 - Art
 - Drama

- Accounting
- Finance & Budget
- Bids & Purchasing
- Accounts Receivable
- Food Service
- Payroll
- Insurance Programs
- Transportation
- Negotiations (All Groups)
- Records Management/Access
- Registration/Census
- District Calendar
- Printing & Mailing Supervision
- Saturday Recreation
- Federal Programs Compliance & Reporting
- Driver Education
- Adult Education
- Hearing Officer
- Security
- .5 Safety Coordinator

BUILDING PRINCIPALS

- Assistant Principals
 - Summer School
- Administrative Assistant (H.S.)
- .5 Dean (MM.S.)
- Instructional Chairpersons:
 - English (2)
 - Social Studies (2)
 - Math (2)
 - Science (2)
 - Special Education (2)
 - Guidance (2)
 - Computers (1)
 - Foreign language (1)
 - Library (1)
 - Reading (1)
 - Lead Teachers (2)

ASSISTANT SUPERINTENDENT FOR SPECIAL EDUCATION

- CSE Administrator
- Psychology Chairperson
 - District Testing
 - Clinical Supervision
- Speech Improvement Program
- Speech Therapy
- Occupational therapy
- Physical Therapy
- Special Ed. Committees
 - Preschool (CPSE)
 - Ages 5-21 (CSE)
 - Evaluation & placement of classified students
- Special Education Services
- Diagnostic Screening
- State Reports
- Parent Contact
- Grant Writing
- Staff Development for Inclusion Teachers
- Liaison with outside agencies
- Supervision of Special Ed teachers & support staff
- Supervision of CPSE/CSE Chairperson

DIRECTOR OF CURRICULUM AND INSTRUCTION

- Professional Development
- Curriculum Development
- Instruction
- Home Schooling
- Testing Coordination
- Data Coordination
- State Reports
- Textbook Coordination
- Homeless Liaison
- Mentoring Liaison
- Special Programs
 - All Title Programs
 - Grants
 - Drug Free Schools
 - ESL
 - AIS

DIRECTOR OF READING (0.5)

- Reading Support
- ELA

DISTRICT COORDINATOR OF TECHNOLOGY

- Computer Aides
- BOCES Support
- Hardware
- Software
- Network
- Student Management Coordinator
- Data Warehousing
- District E-mail

Adoption date: February 27, 2008

Personnel Functions to be coordinated in the Superintendent's Office.