



DATE: June 16, 2021

TO: Board of Education

FROM: Mrs. Carmen Ghysels, Superintendent Chief Learning Officer

SUBJECT: Approve Proposed New Job Description Coordinator of Technology, Information and Systems Administration

PRESENTED BY: Joan Zappettini, Director of Human Resources

ACTION REQUESTED

Approve Proposed New Job Description Coordinator of Technology, Information and Systems Administration

BACKGROUND INFORMATION

This job description has been created to align with the increase needs of the Technology Information Systems Department. During the past year, demands on the technology department have significantly increased requiring a higher level of technical service for building and maintaining technology systems. This position will serve as the lead technical designer and administrator for the District's core technology infrastructure services, digital systems, devices, and IT operations including design, testing, deployment, integration, monitoring, management, and security; ensures the stability, integrity, and efficiency of the information systems infrastructure that supports the district's technology environment and replaces the current position of Supervisor of Technology.

RESOURCES REQUIRED: N/A

PREPARED BY: Cindi Friedli for Joan Zappettini

Attachment: Proposed Job Description - Draft