

Job Description and Labor Market Review Cycles by Position

Labor Market Review		
<u>Rotation</u>	<u>Group</u>	
1	School Year - Hourly	
2	12 Month Hourly	
3	Certified	
4	Non-Affiliated & Salaried	
5	Administration	
	<u>Scheduled Dates for Review</u>	<u>Scheduled Dates for Implementation (Pending Board Approval)</u>
School Year - Hourly	2019-20	2020-21
12 Month Hourly	2020-21	2021-22
Certified	2021-22	2022-23
Non-Affiliated & Salaried	2022-23	2023-24
Administration	2023-24	2024-25
School Year - Hourly	2024-25	2025-26
12 Month Hourly	2025-26	2026-27
Certified	2026-27	2027-28
Non-Affiliated & Salaried	2027-28	2028-29
Administration	2028-29	2029-30

Year 1 - School Year Hourly Positions

ACADEMIC AND SOCIAL EMOTIONAL COORDINATOR
 ADMINISTRATION SECRETARY
 AMERICAN INDIAN EDUCATION COORDINATOR
 ASSISTANT COOK
 BILINGUAL EDUCATION ASSISTANT
 BILINGUAL SPECIAL EDUCATION ASSISTANT
 CHARTER SCHOOL SECRETARY – MONTESSORI
 CHARTER SCHOOL SECRETARY – SECONDARY
 COOK
 CROSSING GUARD
 EAU CLAIRE VIRTUAL SCHOOL (ECVS) SECRETARY
 EARLY LEARNING FAMILY SERVICES FACILITATOR
 EARLY LEARNING FAMILY SERVICES FACILITATOR –
 BILINGUAL
 ELEMENTARY SECRETARY
 FIRST COOK
 FOOD SERVICES SUBFINDER
 GENERAL SCHOOL ASSISTANT

GRADUATION CREDIT ACHIEVEMENT PROGRAM (GCAP)
 CLASSROOM ASSISTANT
 HEADSTART CLASSROOM ASSISTANT
 HEALTH CARE ASSISTANT
 INFORMATION TECHNOLOGY SUPPORT SPECIALIST
 INSTRUCTIONAL MEDIA AND TECHNOLOGY CLERK
 INSTRUCTIONAL MEDIA CLERK – CENTRAL OFFICE
 LIBRARY MEDIA CATALOGER
 MEDICAL SCHOOL ASSISTANT
 MONTESSORI ASSOCIATE II
 OT/PT ASSISTANT
 PARTNERSHIP COORDINATOR
 SECONDARY OFFICE ASSISTANT
 SIGN LANGUAGE INTERPRETER
 SKILL CENTER ASSISTANT
 SPECIAL EDUCATION ASSISTANT
 SPECIAL EDUCATION ASSISTANT TECHNICIAN
 TEACHING AND LEARNING ADMINISTRATIVE SPECIALIST

Job Description and Labor Market Review Cycles by Position

Year 2 - 12 Month Hourly

ACADEMIC SERVICES SECRETARY	INFORMATION MEDIA AND TECHNOLOGY CLERK
ACCOUNTING AND PAYROLL CLERK	INFORMATION TECHNOLOGY FIELD TECHNICIAN
ADMINISTRATIVE ASSISTANT TO THE SUPERINTENDENT	INFORMATION TECHNOLOGY SECRETARY
ADMINISTRATIVE BUILDING SECRETARY	INFORMATION TECHNOLOGY SYSTEMS TECHNICIAN
ATHLETIC ASSISTANT	INFORMATION TECHNOLOGY TECHNICIAN – LEAD
BUILDING AND GROUNDS SECRETARY I	INSTRUCTIONAL MEDIA SECRETARY
BUILDINGS AND GROUNDS SECRETARY II	LEAD CUSTODIAN
BUILDING ENGINEER	MAINTENANCE I
CENTRALIZED ENROLLMENT SECRETARY	MAINTENANCE I – GROUNDS SUPERVISOR
CUSTODIAN	MAINTENANCE II
EARLY LEARNING SECRETARY	MAINTENANCE II – ELECTRICIAN/HVAC/PLUMBER
EXECUTIVE ASSISTANT	PAYROLL CLERK
FINANCIAL SECRETARY – FOOD AND NUTRITION	PAYROLL SPECIALIST
FINANCIAL SECRETARY – HIGH SCHOOL	REGISTRAR – HIGH SCHOOL
FINANCIAL SECRETARY/REGISTRAR – MIDDLE SCHOOL	SECONDARY SCHOOL SECRETARY
FOOD AND NUTRITION SUPPORT SPECIALIST	SPECIAL EDUCATION SECRETARY
GARBAGE HAULER	STUDENT INFORMATION SYSTEM SUPPORT
HAULER	STUDENT SERVICES BILLING AND RECORDS SPECIALIST
HEADSTART SECRETARY	STUDENT SERVICES SECRETARY
HUMAN RESOURCES GENERALIST	
HUMAN RESOURCES SECRETARY	

Year 3 - Certified

ACADEMIC INTERVENTIONIST	ELEMENTARY LITERACY/SEL COACH
ADAPTIVE PHYSICAL EDUCATION	ELEMENTARY MATH COACH
AGRICULTURE	ENGLISH
ALTERNATIVE EDUCATION	ENGLISH LANGUAGE LEARNERS
ART	ENGLISH LEARNERS COORDINATOR
ASL	FAMILY/CONSUMER EDUCATION
ATODA COORDINATOR	FAMILY/COMMUNITY PARTNERSHIP COORDINATOR
AUDIOLOGIST	FIFTH GRADE
BAND	FIRST GRADE
BEHAVIORAL INTERVENTIONIST	FOURTH GRADE
BUSINESS EDUCATION	FRENCH
CHARTER SCHOOL TEACHER	GERMAN
COMPETENCY COMPONENT	HEADSTART PROGRAM COORDINATOR
CREDIT RECOVERY PROGRAM TEACHER	HEALTH
DEAF/HARD OF HEARING	INSTRUCTIONAL COACH
DUAL IMMERSION TEACHER	INSTRUCTIONAL COACH - LITERACY
EARLY CHILDHOOD SPECIAL EDUCATION	INSTRUCTIONAL COACH - MATH
EARLY LEARNING TEACHER	INSTRUCTIONAL COACH - SECONDARY

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INSTRUCTIONAL COACH – SEL	SIXTH GRADE
INSTRUCTIONAL COACH – TALENTED AND GIFTED	SOCIAL, EMOTIONAL, AND ACADEMIC
JAPANESE	INTERVENTIONIST
KINDERGARTEN	SOCIAL, EMOTIONAL, AND BEHAVIORAL
LANGUAGE ARTS	INTERVENTIONIST
LIBRARY MEDIA COORDINATOR	SOCIAL STUDIES
MARKETING	SOCIAL WORKER
MATH INTERVENTIONIST	SPANISH
MATHEMATICS	SPECIAL EDUCATION
MEDIA & TECHNOLOGY INTEGRATION SPECIALIST	SPECIAL EDUCATION INSTRUCTOR – PROJECT SEARCH
MCKINLEY CHARTER SCHOOL ACADEMIC FACILITATOR	SPECIAL EDUCATION PROGRAM SUPPORT
MCKINLEY CHARTER SCHOOL COMPETENCY	SPEECH LANGUAGE PATHOLOGIST
COMPONENT FACILITATOR	STUDENT ACHIEVEMENT SPECIALIST
MCKINLEY CHARTER SCHOOL CREDIT COMPONENT	STUDENT SERVICES COORDINATOR
TEACHER	STUDENT SERVICES COORDINATOR – ALTERNATIVE
MCKINLEY CHARTER SCHOOL DETENTION CENTER	EDUCATION
TEACHER	SUCCESS/SOCIAL EMOTIONAL LEARNING COACH
MCKINLEY CHARTER SCHOOL	TEACHER ON SPECIAL ASSIGNMENT
INSTRUCTIONAL/SEL/BEHAVIORAL COACH	TEACHING AND LEARNING COORDINATOR – 6-12
MCKINLEY CHARTER SCHOOL SUPPORT SERVICES	LITERACY
FACILITATOR	TEACHING AND LEARNING COORDINATOR –
MENTAL HEALTH COORDINATOR	CURRICULUM & INSTRUCTION
MONTESORI TEACHER	TEACHING AND LEARNING COORDINATOR – DATA &
MUSIC	ASSESSMENT
OCCUPATIONAL THERAPIST	TEACHING AND LEARNING COORDINATOR – PK-5
ORCHESTRA	LITERACY
PHYSICAL EDUCATION	TEACHING AND LEARNING COORDINATOR – PK-12
PHYSICAL THERAPIST	MATH
READING	TEACHING AND LEARNING COORDINATOR – SOCIAL,
READING - TITLE I	EMOTIONAL & ACADEMIC SUPPORTS
SCHOOL AGE PARENT COUNSELOR	TECHNOLOGY EDUCATION
SCHOOL/COMMUNITY LIAISON	THEATER
SCHOOL COUNSELOR	THIRD GRADE
SCHOOL NURSE	TRANSITION COORDINATOR
SCHOOL PSYCHOLOGIST	TRANSITION SPECIALIST
SCIENCE	VIRTUAL SCHOOL TEACHER
SECOND GRADE	YOUTH APPRENTICESHIP COORDINATOR

Job Description and Labor Market Review Cycles by Position

Year 4 - Non-Affiliated & Salaried

FINANCE MANAGER
BUILDING SERVICES MANAGER
COMMUNICATIONS MANAGER
FOOD & NUTRITION MANAGER – 207 DAYS
FOOD & NUTRITION MANAGER – 237 DAYS
GENERAL MANAGER – FACILITIES
GENERAL MANAGER - OPERATIONS
HOMELESS & HOMEBOUND COORDINATOR
HUMAN RESOURCES INFORMATION SYSTEMS DATA SPECIALIST
HUMAN RESOURCES MANAGER
HUMAN RESOURCES STAFFING SPECIALIST
INFORMATION ANALYST

PURCHASING MANAGER
SAFETY AND SECURITY MANAGER
SENIOR ACCOUNTANT
SPECIAL EDUCATION COORDINATOR
SPECIAL EDUCATION FAMILY ENGAGEMENT COORDINATOR
STUDENT INFORMATION SYSTEM SPECIALIST
STUDENT SUCCESS ADVOCATE
TECHNOLOGY COORDINATOR
TECHNOLOGY COORDINATOR – SPECIALIZED
TECHNOLOGY LEAD SYSTEMS ENGINEER
TECHNOLOGY SERVICE SUPERVISOR
TECHNOLOGY SYSTEMS ENGINEER
VIRTUAL SCHOOL PRINCIPAL

Year 5 - Administration

ADMINISTRATOR ON SPECIAL ASSIGNMENT
ASSISTANT DIRECTOR OF SPECIAL EDUCATION
ASSISTANT PRINCIPAL/ATHLETIC DIRECTOR - MIDDLE SCHOOL
ASSISTANT PRINCIPAL/ATHLETIC DIRECTOR – HIGH SCHOOL
ASSISTANT PRINCIPAL – ELEMENTARY – 10 MONTHS
ASSISTANT PRINCIPAL- MIDDLE SCHOOL, 209 DAYS
ASSISTANT PRINCIPAL- SECONDARY, 12 MONTHS
DIRECTOR OF ACADEMIC SERVICES
DIRECTOR OF EQUITY, DIVERSITY & INCLUSION
DIRECTOR OF FOOD & NUTRITION
DIRECTOR OF POST SECONDARY READINESS
DIRECTOR OF SECONDARY PROGRAMMING
DIRECTOR OF SOCIAL, EMOTIONAL & ACADEMIC SUPPORTS
DIRECTOR OF SPECIAL EDUCATION
DIRECTOR OF STUDENT SERVICES
DIRECTOR OF TECHNOLOGY
EARLY LEARNING PRINCIPAL
ELEMENTARY PRINCIPAL
EXECUTIVE DIRECTOR
HIGH SCHOOL PRINCIPAL
MCKINLEY PRINCIPAL
MIDDLE SCHOOL PRINCIPAL
MONTESSORI PRINCIPAL
VIRTUAL SCHOOL PRINCIPAL