



Legislation Details (With Text)

File #:	18-2673	Version:	1	Name:	Creation/Revision of Job Descriptions – Assistant Director, Payroll; Program Manager, Middle School Operations; Manager, Fixed Assets and Insurance Solutions; Specialist, Charter School Policy - Department, As Assigned - Talent Department
Type:	Resolution	Status:			Passed
File created:	12/18/2018	In control:			Senior Business Officer
On agenda:	1/9/2019	Final action:			1/9/2019
Enactment date:	1/9/2019	Enactment #:			19-0094
Title:	<p>Adoption by the Board of Education of Resolution No. 1819-0081 - Approving the Creation and/or Revision of the Following Job Descriptions: Assistant Director, Payroll; Program Manager, Middle School Operations; Manager, Fixed Assets and Insurance Solutions; Specialist, Charter School Policy:</p> <p>Creation:</p> <p>Job Description/Position/Title/FTE Assistant Director, Payroll (As Assigned) (1.0 FTE)</p> <p>Salary Schedule/Range Salary Schedule: CFCA Range: 20: \$88,448 to \$112,871 12 months, 261 days, 7.5 hours (FT)</p> <p>FISCAL IMPACT There will be minimal budget impact as this role is replacing the previous position of Manager, Payroll Customer Service, which has recently become vacant.</p> <p>Creation:</p> <p>Job Description/Position/Title/FTE Program Manager, Middle School Operations (As Assigned) (1.0 FTE)</p> <p>Salary Schedule/Range Salary Schedule: ADCL Range: 14: \$77,575 to \$99,008 12 months, 261 days, 7.5 hours (FT)</p> <p>FISCAL IMPACT There is no new budget impact as this role is funded through the elimination of the former executive office assistant role.</p> <p>Revision:</p> <p>Job Description/Position/Title/FTE Manager, Fixed Assets and Insurance Solutions (As Assigned) (1.0 FTE)</p> <p>Salary Schedule/Range Salary Schedule: CFCA Range: 20: \$88,448 to 112,871 12 months, 261 days, 7.5 hours (FT)</p>				

FISCAL IMPACT

There is no new budget impact as this role had already been in place and this job description formalizes the duties.

Revision:

Job Description/Position/Title/FTE
Specialist, Charter School Policy
(As Assigned) (1.0 FTE)

Salary Schedule/Range

Salary Schedule: ADCL
Range: 11: \$67,028 to \$85,546
12 months, 261 days, 7.5 hours (FT)

FISCAL IMPACT

There is no new budget impact as this role is not funded by General Fund money; oversight fees charged directly to Charter Schools in OUSD fund this role.

Sponsors:

Indexes:

Code sections:

Attachments: 1. 18-2673 Creation/Revision of Job Descriptions – Assistant Director, Payroll; Program Manager, Middle School Operations; Manager, Fixed Assets and Insurance Solutions; Specialist, Charter School Policy - Department, As Assigned - Talent Department

Contact: tara.gard@ousd.org

Date	Ver.	Action By	Action	Result
1/9/2019	1	Board of Education	Adopted	Pass

Adoption by the Board of Education of Resolution No. 1819-0081 - Approving the Creation and/or Revision of the Following Job Descriptions: Assistant Director, Payroll; Program Manager, Middle School Operations; Manager, Fixed Assets and Insurance Solutions; Specialist, Charter School Policy:

Creation:

Job Description/Position/Title/FTE

Assistant Director, Payroll
(As Assigned) (1.0 FTE)

Salary Schedule/Range

Salary Schedule: CFCA
Range: 20: \$88,448 to \$112,871
12 months, 261 days, 7.5 hours (FT)

FISCAL IMPACT

There will be minimal budget impact as this role is replacing the previous position of Manager, Payroll Customer Service, which has recently become vacant.

Creation:

Job Description/Position/Title/FTE

Program Manager, Middle School Operations

(As Assigned) (1.0 FTE)

Salary Schedule/Range

Salary Schedule: ADCL

Range: 14: \$77,575 to \$99,008

12 months, 261 days, 7.5 hours (FT)

FISCAL IMPACT

There is no new budget impact as this role is funded through the elimination of the former executive office assistant role.

Revision:

Job Description/Position/Title/FTE

Manager, Fixed Assets and Insurance Solutions

(As Assigned) (1.0 FTE)

Salary Schedule/Range

Salary Schedule: CFCA

Range: 20: \$88,448 to 112,871

12 months, 261 days, 7.5 hours (FT)

FISCAL IMPACT

There is no new budget impact as this role had already been in place and this job description formalizes the duties.

Revision:

Job Description/Position/Title/FTE

Specialist, Charter School Policy

(As Assigned) (1.0 FTE)

Salary Schedule/Range

Salary Schedule: ADCL

Range: 11: \$67,028 to \$85,546

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