DATE: January 13, 2009

TO: BOARD OF EDUCATION

FROM: Dr. Joe A. Hairston, Superintendent

SUBJECT: CONSIDERATION OF THE PROPOSED DELETION OF POLICY 2221 – ADMINISTRATION: ELEMENTARY SCHOOL ADMINISTRATIVE ASSISTANT

ORIGINATOR: J. Robert Haines, Esq., Deputy Superintendent

RESOURCE PERSON(S): Donald Peccia, Assistant Superintendent, Human Resources

RECOMMENDATION

That the Board of Education reviews the proposed deletion of Policy 2221. This is the third reading of this revised policy.

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Attachment I – Policy Analysis 2221
Attachment II – Policy 2221
Policy Analysis for  
Board of Education Policy 2221  
Elementary School Administrative Assistant

Statement of Issues or Questions Addressed
Board of Education Policy 2221 and Superintendent’s Rule 2221 should be deleted as the position of elementary school administrative assistant no longer exists.

Cost Analysis and Fiscal Impact on School System
No fiscal impact is anticipated by the deletion of the policy.

Relationship to Other Board of Education Policies
Board of Education Policy 2000, Administrative and Supervisory Personnel

Legal Requirements
None.

Similar Policies Adopted By Other School Systems
Board of Education Policy 2000, Administrative and Supervisory Personnel

Draft of Proposed Policy
Attached.

Other Alternatives Considered By Staff
No other alternatives were considered.

Timeline:
  First reading – November 19, 2008
  Public comment – December 2, 2008
  Third reading – January 13, 2009
ADMINISTRATION: School Personnel

Principal’s Administrative Staff: Elementary School Administrative Assistant

Elementary school administrative assistants shall be appointed by the Board of Education upon the recommendation of the Superintendent of Schools in accordance with the current staffing guidelines for elementary schools.

Policy Adopted: 4/9/81