



Craig City School District

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Chris Reitan, Superintendent
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Memorandum Item 9g

FOR: School Board Members
FROM: Chris Reitan
DATE: November 21, 2023
SUBJECT: CCSD Job Description Handbook

It was requested that this agenda item be placed on our November 21, 2023 CCSD School Board agenda.

Included with this memo for Board members' review is the CCSD Job Description Handbook that was Board adopted on February 24, 2021. It is good practice for districts to regularly update job description handbooks to accurately reflect the district's employment positions and ensure alignment with negotiated agreements.

Suggested Motion: This is an information item. No motion for approval is required.