

**Cedar Hill Independent School District  
BOARD OF TRUSTEES**

**Meeting Date:** September 10, 2012

**Presented by:** Mr. Horace Williams, Superintendent of Schools

**Subject:** Consider approval of the position of Director of Federal and Special Programs

**Action Items**

**BOARD GOAL:**

Recruit, develop and retain highly qualified employees in an environment that embraces diversity.

**BACKGROUND INFORMATION:**

The responsibilities encompassed in Federal and Special Programs are currently assigned to the Director of Curriculum and Instruction. With the increase in state and federal accountability requirements in both these areas, it is no longer feasible that one person handles both these duties.

**RECOMMENDATION:**

Administration recommends the Board of Trustees approve the position of Director of Federal and Special Programs.

**BOARD ACTION REQUIRED:**

Motion to approve the position of Director of Federal and State Programs.

**POLICY AUTHORIZATION:**

DC (Local) Employment Practices  
DFE (Local) Termination of Contract: Resignation  
DCD (Local) Employment Practices: At-Will Employment

**CONTACT PERSON:**

Michael McSwain, Chief Financial Officer  
Shana Nix, Executive Director of Human Resources

**FUNDING SOURCE:**

As provided in district budget per CHISD compensation plan.

**ENCLOSURES:**

Under separate covers