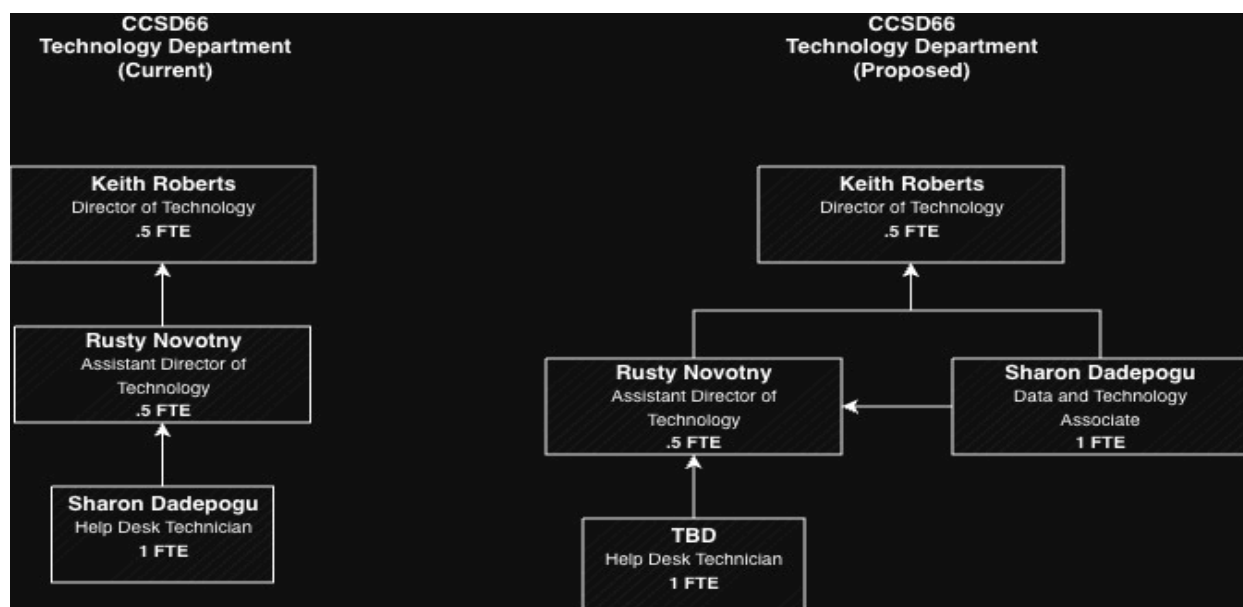


Center Cass School District 66 Technology Department Structure and Job Descriptions

Our district is relying on data more than ever, and that has created a real need for dedicated expertise to manage and maintain our systems. So much of what we do—curriculum planning, resource allocation, student achievement work, compliance reporting—depends on having accurate and well-organized data. As these projects grow in both size and complexity, it's clear we need a specialized role to support data integrity, streamline reporting, and help staff use data effectively.

During our search, it became apparent that we wouldn't find an external candidate with turnkey Skyward knowledge or a deep understanding of how our systems connect. What we did find, though, was an untapped strength inside our own team. When the Skyward gradebook issues first emerged, Sharon Dadepogu immediately stepped in to help the department, seeking out opportunities to assist, and was met with overwhelming appreciation and compliments from staff for her support. Sharon has shown great aptitude, strong organizational understanding, and real potential to grow into a Skyward and data support role. We'll build a comprehensive training and development plan for her, with support from the Director of Technology, Assistant Director of Technology, and Director of Learning. We'll also set clear timelines for training, course completion, and reporting to ensure she's supported every step of the way.

To meet the district's evolving needs, this proposal adds a Data and Technology Associate position and transitions Rusty Novotny from Senior Systems Administrator to Assistant Director of Technology. This structure strengthens our team, gives us the leadership capacity we need, supports vertical integration, and builds our internal talent pipeline—all while reinforcing our commitment to operational excellence and data-driven decision-making.



Name	Position	Seniority	Salary Range
Keith Roberts	.5 Director of Technology	7	85,000
Rusty Novotny	.5 Assistant Director of Technology	6	40,000-50,000
Sharon Dadepogu	Data and Technology Associate	1	45,000-55,000
TBD	Help Desk Technician	TBD	35,000-45,000