

Personnel Committee Recommendation

July 27, 2023

Recommendation

Replace the Coordinator of Special Education with an Assistant Director of Special Education

Why are we recommending this change?

1. The outside study of special education services in the Red Wing School District, Futures in the Spring of 2020, recommended additional administrative support for the special education department. In response to that study, these steps were implemented:
 - Removal of 0.3 FTE administrative duties by shifting MA oversight to another position.
 - Addition and continual training of Due Process Facilitators at each building level.
 - Addition of Special Education Coordinator role to support the Special Education Assistant Director.
2. Continued analysis of the administrative support structure, suggests that support more closely tied to specific buildings is needed.
3. Removing the coordinator position eliminates a reporting layer which simplifies the structure.
4. Moving the coordinator position to an assistant director position is more cost effective than hiring a second coordinator.

Other options we considered and why those options were rejected

1. We considered the addition of a second coordinator who would report to the current assistant director. This option was rejected for two reasons. It maintains a reporting layer that may make it difficult for staff to know who to go to for information and it is a more costly option.
2. We considered not recommending changes. The high number of student behavioral and academic needs make this recommendation unwise.

Action Items

1. Consider Red Wing Board action to move the coordinator position to an assistant director position.
2. Direct the Superintendent and Special Education Director to determine the workflow of each assistant director.

Notes

Costing

Current Structure

Assistant Director	\$107,815	
Coordinator		\$89,704
Salary	\$197,519	
Estimated Cost to the District	\$98,760	

Recommended Structure

Assistant Director	\$107,815	
Assistant Director		\$109,432
Salary	\$217,247	
Estimated Cost to the District		\$108,624 (\$9,864 increase)

Other Structure Considered

Assistant Director	\$107,815	
Coordinator		\$89,704
Coordinator (new position assuming Step 1)	\$87,073	
Salary	\$284,592	
Estimated Cost to the District increase)		\$142,296 (\$43,536