

MEMORANDUM

TO: NWABSD Board of Education
Members

DATE: January 22, 2024

NUMBER: 24-081

FR: Office of the Superintendent

SUBJECT: Approval of Job
Description: Counseling
Intern

STRATEGIC PLAN/BOARD GOAL:

Student Learning: Strengthen Student Progress Monitoring

ABSTRACT:

Board approval is required for new Job Descriptions

ISSUE:

At issue is the Board's approval of new Job Description for Counseling Intern.

BACKGROUND AND/OR PERTINENT INFORMATION:

This is a request to approve a new job description. Hiring for this position will be dependent upon grant funds being awarded. Job Description: Counseling Intern would help student success. The Counseling Intern works with the principal (with guidance from the Assistant Director of Student Services or Counselor Coordinator) in carrying out the school's academic and behavior programs. As a professional educator the Counseling Intern understands and responds to the challenges presented by today's diverse student population. The Counseling Intern provides proactive leadership to engage all stakeholders in the delivery of programs and services to support the students' academic achievement, personal and social development. The Counseling Intern works cooperatively with the principals, students and parents towards a positive school climate.

ALTERNATIVES:

1. Approve the Job Description: Itinerant Counseling Intern as presented;
2. Disapprove the Job Description: Itinerant Counseling Intern as presented;
3. Take no final action.

ADMINISTRATION'S RECOMMENDATION:

The administration recommends board approval of the Job Description: Itinerant Counseling Intern as presented