

Manor Independent School District
Board of Trustee Workshop Agenda Item
May 2, 2022

INFORMATION ITEM SHEET

RE: Review and consider proposed additional full time staff member position for Bonds & Construction / Operations Department.

Supporting Documents:

1. *Proposed Job Description*

District Goals*: Goal 5

Goal 1: ACADEMIC ACHIEVEMENT GAPS- By 2026, 100% of Manor ISD scholars will graduate prepared for college, career, trade, and/or military services based upon their individual goals.

Goal 2: COMMUNICATION- By 2026, 100% of Manor ISD communication to all scholars, family, staff, & community members will be interactive, accurate, timely, & accessible to ensure the Manor ISD community is routinely informed.

Goal 3: COMMUNITY & FAMILY ENGAGEMENT- By 2026, Manor ISD will collaboratively engage in opportunities with 100% of families, as well as new and existing community partners.

Goal 4: EQUITY & INNOVATION- By 2026, 100% of Manor ISD scholars, staff, campuses, and school communities will have equitable access to innovative academic, human, financial, capital, technological, and all other necessary resources and supports.

Goal 5: FACILITIES & MAINTENANCE- By 2026, Manor ISD will proactively provide facilities to ensure 100% of scholars will have safe, well-maintained, environmentally sustainable, and community accessible facilities.

Goal 6: STAFF DEVELOPMENT- By 2026, Manor ISD will attract, develop, and retain highly-effective staff through an environment of equitable opportunity, growth, & innovation.

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Background Information:

The District is currently working on multiple construction projects and Administration believes that adding a positions to the Bonds & Construction / Operations Department is appropriate at this juncture. The timing for the new position will allow for better on-the-job training as Administration works to complete several important large construction projects. The Program Manager, HPM, will also be able to provide training and support to help train the new position.

Fiscal Implications:

The new full time employee position's salary will be the fiscal implications. Human Capital will determine a proposed salary range.

Administrative Recommendation:

Administration recommends that the Board approve an additional staff position for the Bonds & Construction / Operations Department.

Mr. Joe Mendez

Contact Person

Dr. Andre Spencer

Approved by Superintendent