



D.C. Everest Area School District

6100 Alderson St.
Weston, WI 54476
Phone 715-359-4221
www.dce.k12.wi.us

Jeff Lindell, Ed.D.
Assistant Superintendent of Learning

MISSION STATEMENT

D.C. Everest Area School District, in partnership with the community, is committed to being an innovative educational leader in developing knowledgeable, productive, caring, creative, responsible individuals prepared to meet the challenges of an ever-changing global society.

TO: D.C. Everest School Board

FROM: Dr. Jeff Lindell, Assistant Superintendent of Learning

DATE: December 18, 2024

SUBJECT: Director of Teaching and Learning Job Description

Board Policy 1400 - Job Descriptions - requires job descriptions of licensed personnel be approved by the Board and then maintained by the Talent and Culture Department. As part of Dr. Thompson's retirement, our team has revamped the Director of Curriculum, Literacy, Assessment, and EL to a Director of Teaching and Learning role. Feedback was provided by building and district-level administrators, as well as our team of coaches and administrative assistants within the Curriculum Department. The attached job description represents the product of that work, and the job title provides the opportunity to adjust the focus of the role to meeting specific needs related to teaching and learning on a year-to-year basis.

Recommendation: Approve the job description for the Director of Teaching and Learning role.