

<u>Job Code</u>	<u>Title</u>	<u>Description</u>	<u>Cert. Required</u>	<u>Report Cert. on CPI</u>
447	Staff Development Specialist	Responsible for planning, coordinating, and scheduling staff development activities for the school system.	N	Y
455	Plant Operations Director or Manager	Manages the plant operations and maintenance of the facilities.	N	Y
460	Transportation Director/Manager	Manages the school transportation system.	N	Y
465	Finance & Business Service Manager	Manages the operation of school system financial accounting, purchasing, or any other business management activities.	N	Y
466	Finance & Business Service Personnel	Assists in managing the operation of school system financial accounting, purchasing, or any other business management activities or is responsible for one of the departments in business services.	N	Y
469	GNETS Special Education Specialist	Coordinates GNETS staff and services; provides information/assistance to the GNETS program.	Y	Y
473	Human Resources Personnel	Manages or is otherwise employed in any aspect of personnel administration.	N	Y
600	Superintendent	Serves as the chief executive officer of the school system.	Y	Y
601	Deputy/Associate/Assistant/Area Superintendent	Assists the chief executive officer of the school system with administrative duties as Deputy, Associate, Assistant, or Area Superintendent.	N	Y
602	Personnel/Human Resources Director	Serves as chief executive officer of the personnel or human resources division of the school system.	N	Y
604	Technical Institute President	Serves as the chief executive officer of the technical institute.	N	Y
605	RESA Director	Serves as chief executive officer of the Regional Educational Services Agency.	Y	Y
610	Principal	Serves as administrative head of a school. Responsible for the coordination and direction of all school activities.	Y	Y
612	Pre-K Director	Serves as the administrative head of a Pre-Kindergarten program or school.	N	Y
613	Pre-K Director	Serves as the administrative head of a Pre-K program at the district level.	N	Y
614	Alternative School Director	Serves as the administrative head of an alternative school.	Y	Y
615	Assistant Principal	Assists the principal in coordinating and directing school activities.	Y	Y
620	Director of Curriculum/Instruction	Coordinates the development and improvement of the programs of studies, co-curricular activities, and instructional services of the school system.	Y	Y

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621	Instructional Supervisor	Manages a part of the curriculum for a school or a school system. Provides leadership and guidance for the purpose of improving the performance of the instructional staff members. Also includes Department Heads.	Y	Y
622	Director of School Safety	Manages/coordinates the school safety program for the school system.	N	Y
625	Director/Manager of Media Services	Manages the media services program for the school system.	Y	Y
630	Food Service Administrator	Manages some aspect of the food services program for the school system, including dietitian, nutritionist, food services supervisor, and director of food services.	Y	Y
635	Community School Director/Coordinator	Coordinates the community schools program at the school.	N	Y
640	Special Education Director	Manages and directs the school system program for eligible students with disabilities.	Y	Y
641	Director of Student Services	Manages and directs the guidance and counseling program, discipline program, and/or other student services for the school system.	Y	Y
642	School Improvement Specialist	Directs the School Improvement program for a school system or a group of school systems.	Y	Y
643	Technology Director	Manages and directs activities related to information technology and technology specialists.	N	Y
645	Kindergarten Director	Manages and directs the school system program provided for kindergarten students.	Y	Y
646	Federal Programs Director	Manages and directs various federal programs for the system.	N	N
648	Title I Director	Manages and directs the Title I (Elementary and Secondary Education Act of 1995) program.	Y	Y
649	Title I Director	Manages and directs the Title I (Elementary and Secondary Education Act of 1995) program.	Y	Y
650	Director of Psychoeducational/GNETS Program	Manages and directs the psychoeducational program for students with severe emotional and behavioral disorders or autism.	Y	Y
660	Director of Ga. Learning Resources System	Plans and directs activities of GLRS (Georgia Learning Resources System) program including dissemination of information, instructional materials and media, recruitment of qualified personnel, and staff development programs for parents and personnel.	Y	Y
665	Special Education Program Specialist	Coordinates activities with community agencies, parents, and the school system in the identification, placement, reporting, and follow-up of pre-school and school age children with disabilities. Provides assistance in designing and implementing.	Y	Y

670	Career, Technical and Agricultural Education Director (LUA)	Manages and gives direction to the total program of Career, Technical and Agricultural Education in a school system.	Y	Y
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671	Career, Technical and Agricultural Education Director (RESA)	Provides technical assistance on Career, Technical and Agricultural Education to systems within a RESA.	Y	Y
672	Career, Technical and Agricultural Education Supervisor (School level)	Supervises the Career, Technical and Agricultural Education instructional programs within a high school or educational center.	Y	Y
674	CTAE Director/Supervisor of Extended Year Program	A Career, Technical and Agricultural Education (CTAE) director or supervisor, with a leadership certificate, who also provides supervision of the summer CTAE instructional programs and earns extra pay for this through Fund Code 76 (CTAE Extended Year state grant funds).	Y	Y
675	Adult Education Director/Coordinator	Manages and directs the instructional program for adult learners.	N	Y
680	Athletics Director	Manages and directs the athletics/sports program for the school system	N	Y

REFERENCES:**Georgia Code****O.C.G.A. § 20-2-212**

...For purposes of this subsection, an educator's placement on the salary schedule shall not be based on a leadership degree, which shall mean a degree earned in conjunction with completion of an educator leadership preparation program approved by the Professional Standards Commission, if the degree was earned on or after July 1, 2010, unless the educator is employed in a leadership position as defined by the State Board of Education, but shall be placed on the salary schedule position attributable to the educator but for the leadership degree; provided, however, that this shall not apply to an educator who possessed a leadership degree prior to July 1, 2010, regardless of whether or not he or she is in a leadership position.

Board Rule**160-5-2-.05 EXPERIENCE FOR SALARY PURPOSES.****(1) DEFINITIONS**

- (j) **Leadership Position** – a position in which an individual has the authority and/or responsibility, in a supervisory role, for LUA approved educational programs and/or personnel required to hold certification for their assigned job as determined by Georgia Professional Standards Commission (PSC).

(4) REQUIREMENTS FOR PLACEMENT ON THE STATE SALARY SCHEDULE.

- (k) An individual holding a renewable or non-renewable leadership certificate issued on and after July 1, 2010 shall only be placed on the salary level of the State Salary Schedule attributed to the leadership degree if the individual is employed by the LUA and serves in a leadership position. This shall not apply, regardless of whether or not the individual is in a leadership position, to the following:

1. An educator who possessed a leadership degree prior to July 1, 2010 or
2. An educator who possessed:
 - (i) A master's level leadership degree prior to July 1, 2012;
 - (ii) A specialist level leadership degree prior to July 1, 2013; or
 - (iii) A doctoral level leadership degree prior to July 1, 2014,
As long as the individual was enrolled in such leadership preparation Program on or before April 1, 2009.