

JOB DESCRIPTIONS

Job descriptions shall be prepared for all categories of positions in the district. The job descriptions of certified staff shall be adopted by the Board of Education. All job descriptions shall be filed in the Office of Human Resources and reviewed by that office at least every three years for currency. A timely report of such review shall be made to the Board of Education.

LEGAL REF.: Sections 118.24 Wisconsin Statutes
121.02(1)(a) and (q)
PI 3, Wisconsin Administrative Code
PI 8.01(2)(q)

CROSS REF.: 221, Recruitment and Appointment of Superintendent
511, Equal Opportunity Employment

APPROVED: June 11, 1996