

Agenda of Special Meeting

The Board of Trustees Canutillo ISD

A Special meeting of the Board of Trustees of Canutillo ISD will be held June 25, 2007, beginning at 6:00 PM in the Canutillo ISD Administration Office, 7965 Artcraft, El Paso, TX 79932.

The subjects to be discussed or considered or upon which any formal action may be taken are as listed below. Items do not have to be taken in the order shown on this meeting notice.

1. General Functions
 - A. Call to Order
 - B. Roll Call
 1. Special Board Personnel Committee Members: Margarito (Mago) Arellano, Chairperson - Shonda Jordan and Armando Rodriguez
 2. Instruction and Student Affairs
 - A. NONE
 3. Personnel
 - A. Review of recommendation for:
 1. Canutillo Elementary Principal
 2. Davenport Elementary Principal
 3. Garcia Elementary School Assistant Principal
 - B. Consideration to revisit qualifications for the positions:
 1. EL Facilitator 2
 2. Elementary Instructional Coordinator 3
 - C. Creation of Teaching Position(s)
 - D. Comments/Input from Community Members on items discussed by Personnel Committee
 4. Business and Finance
 - A. NONE
 5. Administration
 - A. NONE
 6. Adjournment
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If, during the course of the meeting, discussion of any item on the agenda should be held in a closed meeting, the Board will conduct a closed meeting in accordance with the Texas Open Meetings Act, Government Code, Chapter 551, Subchapters D and E. Before any closed meeting is convened, the presiding officer will publicly identify the section or sections of the Act authorizing the closed meeting. All final votes, actions, or decisions will be taken in open meeting.

ENGLISH LEARNER FACILITATOR
PCN 1159
(Canutillo High School)

QUALIFICATIONS

Education/Certification:

- 1) Valid Texas teaching certificate and ESL Supplemental Certification
- 2) Master's Degree from an accredited university or college
- 3) Mid-Management Certification preferred
- 4) Academically proficient in both English and Spanish

Special Knowledge/Skills:

- 1) Knowledge of Bilingual/ESOL Program Model and TEA's Bilingual/ESL Guidelines
- 2) Knowledge of secondary Texas Essential Knowledge and skills
- 4) Knowledge of all tests administered to EL students and knowledge of scoring of test
- 5) Leadership skills in facilitating teacher and parent meetings
- 6) Knowledge of word processor, database, and desktop publishing applications

Terms of Employment:

2007-2008 school year

Salary:

\$38,500 - \$58,053; 202 Days

POSTED: May 9, 2007

DEADLINE: Open until filled

Canutillo Independent School District does not discriminate on the basis of race, color, national origin, sex, age, or disability in its employment practices or in providing education services, activities, and programs, including vocational programs. For additional information regarding Canutillo Independent School District's policy of nondiscrimination contact: Renee O'Donnell, (915) 877-7423, 7965 Artercraft Road, El Paso, Texas 79932.

AN EQUAL OPPORTUNITY EMPLOYER

CAMPUS INSTRUCTIONAL COORDINATOR

5 Positions

(One coordinator at each elementary school)

QUALIFICATIONS:

EDUCATION/CERTIFICATION:

- 1) Must have a Master's Degree
- 2) Mid-Management or Texas Assistant Principal Certificate preferred
- 3) Certified Professional Development and Appraisal System (PDAS)
- 4) Appraiser

SPECIAL KNOWLEDGE/SKILLS:

- 1) Strong organizational, communication, presentation and interpersonal skills
- 2) Experience in school improvement initiatives
- 3) Experienced in curriculum development and implementation
- 4) Ability to analyze information in order to improve student performance
- 5) Successful experience with meeting the needs of students in at-risk situations, with special emphasis on English Learners
- 6) Proven mastery of various software programs

EXPERIENCE:

3-5 years experience as a classroom teacher, preferred at the level of the campus assignment

SALARY:

A/P Pay Grade 3: \$204.94 – 256.18; 202 Days

TERMS OF EMPLOYMENT:

2007-2008 school year

POSTED: May 7, 2007

DEADLINE: Open until filled

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