



Pacifica School District

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Preparing Students for an Evolving World

www.pacificasd.org

MEMORANDUM

Office of the Superintendent

Meeting of

February 7, 2017

TO: Board of Trustees
FROM: Wendy S. Tukloff, Ed.D., Superintendent
SUBJECT: Job Description: Executive Director, Integrated Services

Background

At the January 11, 2017 Conversation Meeting/Work Study, I shared the 2017-18 proposed reorganization of the Pacifica School District Cabinet. Highlights and discussion for the changes included the elimination of the Associate Superintendent position with an Executive Director, Integrated Services added to Cabinet and a shared responsibility for Human Resources with the Superintendent serving as the lead.

Attached is a job description for the Executive Director, Integrated Services for review and discussion. The description was shared with Cabinet for input.