PENN-TRAFFORD SCHOOL DISTRICT

ORGANIZATION CHART

2009-2010

BOARD OF SCHOOL DIRECTORS

BOARD SOLICITOR

SUPERINTENDENT OF SCHOOLS

DIRECTOR OF STUDENT LEARNING SUPPORTS

Assessment Coordination
ESL Coordination
Federal Programs
Health/Wellness
Home/School Visitation
Homeless Administration
Guidance Services
Learning for All Facilitation
Nursing services
Response to Intervention
Staff Training
Special Education Services:
- Chapter 14 Compliance
- Chapter 15 Compliance
- Chapter 16 Compliance
- Section 504 Compliance
- Spec. teacher observations
- State Penn Data Reporting
- PCA recruitment & Placement
- Special Education Plan
- Special Ed. Budget

ASSISTANT SUPERINTENDENT

Administrative Handbook
AHERA compliance
Athletics/Extracurriculars
Buildings/Grounds/Facilities
Curriculum 9-12
Custodial/Maintenance
Department Chairs
Policy Updates/Revisions
Professional Development
Programs for Act 48 &45
Principal Supervision
Strategic Planning
Teacher Observation
Administration/Submission

Buildings/Grounds/
Custodians Department

ASSISTANT TO THE SUPERINTENDENT FOR STUDENT PROFICIENCY AND QUALITY SUPPORT

Academic Programs (Fast Forword, Read 180, RISK, Coaches)
Acct Block Grant
Curriculum K-8
DARE/ Drug Free Schools
Data-Driven Analysis
(PVAAAS, 4Sight,InView,PSSA))
District Web Site
Administration
Foundation
Grant Writing Coordinator
New Teacher Induction
Public Relations
Safe Schools /Security
Transportation

Technology Department

DIRECTOR OF HUMAN RESOURCES

Act 45 Record Keeping
Act 48 Record Keeping
AESOP/Substitute Teachers/Custodians
Benefits Administrator
Food Service
Health Consortium
Interns/Student Teachers
Labor Negotiations
Personnel
PIMS Administrator
PowerSchool Coordination
Retirement Consultation
Title IX Coordination
Workers Compensation

DIRECTOR OF FINANCIAL PLANNING & BUSINESS AFFAIRS

Attendance Services
Auditing Services
Bid Procurement
Board Secretary
Budget Development
Forecasting,& Communication
Contract Compliance
Financial Planning Services
General Accounting Services
Investments
IU7 Business Consortiums
Purchasing
Tax Collector Liaison

Business Department