



**Superintendent**

**Primary Responsibilities:** Vision and strategic planning, the planning and assessment of the instructional program, safety, communication and community relations, School Board relations, annual operations, and budget.

**Assistant Superintendent of Instruction and Innovation**

**Primary Responsibilities:** Supervision of the instructional program PK-12, Virginia Preschool Initiative, VTSS, and professional learning.

**Director of Assessment and Literacy**

**Primary Responsibilities:** Supervision of the division's literacy program, Title I and Title III grants, and the division's assessment and accountability programs.

**Director of College and Career Readiness**

**Primary Responsibilities:** Supervision of the CTE program and resources, enrichment, Governor's Schools, and business partnerships; serve as the division's Title IX Compliance Officer.

**Director of Personnel Services**

**Primary Responsibilities:** The supervision of human resources, employee benefits, wellness, and serves as School Board Clerk.

**Director of Special Education and Student Services**

**Primary Responsibilities:** The supervision and evaluation of the special education program, 504 plans, homebound, mental health, and foster care liaison.

**Director of Technology**

**Primary Responsibilities:** The supervision of the IT department, technology budget, computer systems, and network infrastructure.

**Finance Director**

**Primary Responsibilities:** Oversee the budget and fiscal policies, audit processes, procurement, accounts payable, and school nutrition contact.

**Maintenance Supervisor**

**Primary Responsibilities:** Supervision of the maintenance department and custodial services, facility upgrades, and improvements.

**Transportation Supervisor**

**Primary Responsibilities:** Supervision of the transportation department, pupil transportation, fleet maintenance, budget, and routing.

**Principals**

**Primary Responsibilities:** Supervision of school level staff and the instructional program, oversee school budget, ensure student safety and well-being, build community relationships, and implement district policies.

**Assistant Principals**

**Primary Responsibilities:** Assist the principal with supervision of school programs.