

**Central Office/Administration Changes**

**Business Office:**            *2 Current Vacancies*

- 1. No Fill of Supervisor of Business Services (Benefits)
  - A. Benefits management will be moved to Human Resources/Financial aspect of benefits will stay in the business office.
- 2. Fill Supervisor of Payroll Supervisor with Accountant (Act 93 Non Cert)
- 3. Add 1 hr. to Kathy Knupp to support both Business office and Administrative Support Services.

**Technology Department:**

- 4. Eliminate Position of Technology and Information Specialist (Act 93)
  - A. Create and fill a Lead Technology Specialist
    - i. Position will be filled with a current employee

**Athletics**

- 5. Eliminate CO positions of Athletics Coordinator and Secretary
  - A. Jim Miller will move from CO to the WCCC and perform the duties of Principal of WCCC and Coordinator of District Athletics.
  - B. Athletic Secretary will move from CO to the WCCC.
  - C. WCCC will lose 1 secretary position

**Buildings and Grounds**

- 6. Eliminate B&G Secretary/LEC Secretary
  - A. Transportation secretary will be moved to fill LEC position during the school year.

**Director of Elementary Education**

- 7. Position was eliminated in 2011.
  - A. Move Secretary to Director to SSEL

**Transportation**

- 8. Moving Secretary from CO to LEC
  - A. Eliminate Buildings and Grounds Secretary

**Central Office Cuts/Reassignments**

Administrators (Act 93):	2	(Technology, Athletics)
Administrative Support:	1	(Benefits Manager)
Support Staff:	4	(Secretary Positions)