

## ***SECTION 2: Administrative, Curricular and Service Assignments***

Section 2 of this directory contains numbers and titles from the Department of Education, *Information Data Base Requirements: Volume II - Appendix E, Job Code Assignments Coding Explanation*. The specific certification coverages listed for these job code assignments are recommended but not mandatory unless otherwise required by law or rule of the State Board of Education.

### Area

Basic Instruction  
Exceptional Student Education  
Student Services  
Instructional Media  
Instruction/Curriculum Development Services  
School Administration

## SECTION 2

## ADMINISTRATIVE, CURRICULAR, AND SERVICE ASSIGNMENTS

COURSE NUMBER	ABBREVIATED TITLE COURSE TITLE	CERTIFICATION
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BASIC INSTRUCTION		
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0051076	INTERM RE TCHR Intermediate Resource Teacher	ANY FIELD WHEN CERT REFLECTS BACHELOR OR HIGHER
0063100	PRIMARY SPECIALIST Primary Specialist	E CHILD ED @0 PRIMARY ED @B ELEM ED K ELEM ED @3 PK PRIMARY H
EXCEPTIONAL STUDENT EDUCATION		
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0052029	ART SPEC Art Specialist	ART 6 ART ED @3 @4 @6
0063105	BEHAVIOR SPEC Behavior Specialist	EMTL DIST @6 SCHOOL PSY D EMTL HNDCP 6 VE @3 @4 @6 SCHOOL PSY @4 @6 SP SCH PSY @6 ESE 6
0061025	CHILD FIND SPEC Child Find Specialist	E CHILD ED @0 ANY EXCEPT ED FIELD SOC WORKER D PK PRIMARY H ELEM ED K VT/SSW @6 PRIMARY ED @B PRESCH ED A ELEM ED @3
0061026	DIAGNOSTIC SPEC Diagnostic Specialist	ANY EXCEPT ED FIELD SCHOOL PSY @4 @6 SP SCH PSY @6 LIC AS AUDIOLOGIST SCHOOL PSY D
0052028	INTERPRETER Interpreter	RID FRID

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COURSE NUMBER	ABBREVIATED TITLE COURSE TITLE		CERTIFICATION
0063103	LEARN RE SPEC Learning Resource Specialist	ANY EXCEPT ED FIELD MEDIA SPEC @6 D	
0052017	OCCU THER Occupational Therapist	LIC AS OCCUP THER OCCUP THER @6	
0052031	OTA Occupational Therapy Assistant	LIC AS OTA	OC THER AS
0052019	ORIEN/MOBLTY SPEC Orientation and Mobility Specialist	VISU IMPRD 6/ORIEN MOBL E VISU IMPRD 6	
0052016	PHY THER Physical Therapist	LIC AS PHY THER PH THERAPY @6	
0052030	PTA Physical Therapist Assistant	LIC AS PTA	PH THERTEC
0052032	SPEECH THRPY AIDE Registered Speech Therapy Aide	REG AS SPEECH THER AIDE	
0052018	SPCH/LANG PATH Speech and Language Pathologist	SPCH CORR @3 @4 @6 LIC SP LG PATH	SP LG IMPR 6
0063104	TRANSI SPEC Transition Specialist	ANY EXCEPT ED FIELD	
STUDENT SERVICES			
0061237	COUNSELOR-CAR ED Counselor-Career Education	OCCUP SPEC @6 @7 G	
0061234	COUNSELOR-AD/VOC SCH Counselor, Adult/Vocational School	GUIDANCE @4 @6	GUID COUN D
0061231	COUNSELOR-E Counselor, Elementary School	GUIDANCE @3 @6	GUID COUN D
0061235	COUNSELOR-EXC ED SCH Counselor, Exceptional Education School	GUIDANCE @4 @6	GUID COUN D

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OCOURSE NUMBER	ABBREVIATED TITLE COURSE TITLE			CERTIFICATION
0061232	COUNSELOR-M/J Counselor, Middle/Junior High	GUIDANCE	@3 @4 @6	GUID COUN D
0061236	COUNSELOR-OTHER SCH Counselor, Other Type School	GUIDANCE	@4 @6	GUID COUN D
0061233	COUNSELOR-SH SCH Counselor, Senior High School	GUIDANCE	@4 @6	GUID COUN D
0061238	OCC/PL SPEC Occupational and Placement Specialist	OCCUP SPEC	@6 @7 G	
0061420	SCH PSY School Psychologist	SCHOOL PSY D LIC SCH PSYCH		SP SCH PSY @6
0061131	SCH SOC WKR School Social Worker	SOC WORKER D		VT/SSW @6
INSTRUCTIONAL MEDIA				
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0062035	LIB/MED SPEC-DISTO Librarian/Media Specialist, District Office	MEDIA SPEC	@6 D	
0062033	LIB/MED SPEC-AD/VOC School Librarian/Media Specialist, Adult/Vocational School	MEDIA SPEC	@6 D	
0062030	LIB/MED SPEC-E SCH School Librarian/Media Specialist,  Elementary School	MEDIA SPEC	@6 D	
0062031	LIB/MED SPEC-M/J School Librarian/Media Specialist, Middle/Junior High	MEDIA SPEC	@6 D	
0062034	LIB/MED SPEC-OTHER School Librarian/Media Specialist, Other Type School	MEDIA SPEC	@6 D	
0062032	LIB/MED SPEC-SH School Librarian/Media Specialist, Senior High	MEDIA SPEC	@6 D	

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0COURSE NUMBER	ABBREVIATED TITLE COURSE TITLE		CERTIFICATION
----- INSTRUCTION/CURRICULUM DEVELOPMENT SERVICES -----			
0063020	DIRE EXC STU ED Director, Exceptional Student Education	ADM SUPV @3 @4 @6 SCH PRNCPL F	ED LDRSHP F EX ED FIEL
0063019	DIRE VOC ED Director, Vocational Education	VOC ED DIR 7	
0063101	PROG SPEC Program Specialist	SUPV @3 @4 @6 SCH PRNCPL F	ADM SUPV @3 @4 @6 ED LDRSHP F
0063102	STAFFING SPEC Staffing Specialist	ANY EXCEPT ED FIELD SCHOOL PSY @4 @6 D	SP SCH PSY @6
0063070	SUP/COOR, OTHER VOC Supervisor/Coordinator, Other Vocational Education Programs	SUPV @4 @6 SUP COOP E @7 COORD TIE @7 COORD VBE @7 ED LDRSHP F	VOC ED DIR 7 COORD DE @7 COORD COOP @7 SCH PRNCPL F
0063071	SUP/COOR, VOC ED SNS Supervisor/Coordinator, Vocational Education for Special Needs	SUPV @4 @6 SUP COOP E @7 COORD TIE @7 COORD VBE @7 ED LDRSHP F	VOC ED DIR 7 COORD DE @7 COORD COOP @7 SCH PRNCPL F
0063059	SUP/COOR, VOC EDC ED Supervisor/Coordinator, Vocational Education Programs	SUPV @4 @6 SUP COOP E @7 COORD TIE @7 COORD VBE @7 ED LDRSHP F	VOC ED DIR 7 COORD DE @7 COORD COOP @7 SCH PRNCPL F
0063060	SUP/COOR,AGRI/NRE Supervisor/Coordinator, Agribusiness Natural Resources Education	SUPV @4 @6 SCH PRNCPL F	VOC ED DIR 7 ED LDRSHP F

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COURSE NUMBER	ABBREVIATED TITLE COURSE TITLE			CERTIFICATION
----- SCHOOL ADMINISTRATION -----				
0073013	ASTP AD SCH Assistant Principal, Adult School	ADM	2	
0073008	ASTP E Assistant Principal, Elementary	ADM SUPV ED LDRSHP	@3 @6 F	SCH PRNCPL F ADM @3 @6
0073012	ASTP EXC STU SCH Assistant Principal, Exceptional Student School	ADM SUPV ADM EX ED FIEL	@3 @4 @6 @3 @4 @6	SCH PRNCPL F ED LDRSHP F
0073009	ASTP M/J Assistant Principal, Middle/Junior	ADM SUPV SCH PRNCPL	@3 @4 @6 F	ADM @3 @4 @6 ED LDRSHP F
0073011	ASTP OTHER E&S SCH Assistant Principal, Other Elementary and Secondary School	ADM SUPV SCH PRNCPL	@3 @4 @6 F	ADM @3 @4 @6 ED LDRSHP F
0073010	ASTP SH Assistant Principal, Senior High	ADM SUPV SCH PRNCPL	@4 @6 F	ADM @4 @6 ED LDRSHP F
0073014	AST DIRE VOC TECN Assistant Principal, Vocational Technical Center	VOC ED DIR	7	
0073015	CURR COOR/ASTP E Curriculum Coordinator/Assistant Principal/Curriculum, Elementary	ADM SUPV SCH PRNCPL	@3 @6 F	SUPV @3 @6 ED LDRSHP F
0073016	CURR COOR/ ASTP M/J Curriculum Coordinator/Assistant Principal/Curriculum, M/J	ADM SUPV SCH PRNCPL	@3 @4 @6 F	SUPV @3 @4 @6 ED LDRSHP F
0073017	CURR COOR/ASTP SH Curriculum Coordinator/Assistant Principal/Curriculum, Senior High	ADM SUPV SCH PRNCPL	@4 @6 F	SUPV @4 @6 ED LDRSHP F
0073018	CURR COOR/ASTP/OTHER Curriculum Coordinator/Assistant Principal/Curriculum, Other Type Sch	ADM SUPV SCH PRNCPL	@3 @4 @6 F	SUPV @3 @4 @6 ED LDRSHP F

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COURSE NUMBER	ABBREVIATED TITLE COURSE TITLE		CERTIFICATION
0073019	DEAN/ASTP E Dean/Assistant Principal (For Student Affairs) Elementary	ADM SUPV @3 @6 SCH PRNCPL F GUIDANCE @3 @4 @6	ADM @3 @6 ED LDRSHP F GUID COUN D
0073020	DEAN/ASTP M/J Dean/Assistant Principal(For Student Affairs) Middle/Junior High	ADM SUPV @3 @4 @6 SCH PRNCPL F GUIDANCE @3 @4 @6	ADM @3 @4 @6 ED LDRSHP F GUID COUN D
0073021	DEAN/ASTP SH Dean/Assistant Principal(For Student Affairs) Senior High	ADM SUPV @4 @6 SCH PRNCPL F GUIDANCE @4 @6	ADM @4 @6 ED LDRSHP F GUID COUN D
0073022	DEAN/ASTP OTHER SCH Dean/Assistant Principal(For Student Affairs)Other Type School	ADM SUPV @3 @4 @6 SCH PRNCPL F GUIDANCE @3 @4 @6	ADM @3 @4 @6 ED LDRSHP F GUID COUN D
0073007	DIRE VOC TECN CTR Director, Vocational Technical Center	VOC ED DIR 7	
0073208	INTERIM ASTP E SCH Interim Assistant Principal, Elementary School	ADM SUPV @3 @6 ED LDRSHP F	SCH PRNCPL F ADM @3 @6
0073212	INTERIM ASTP EXC STU Interim Assistant Principal,  Exceptional Student School	ADM SUPV @3 @4 @6 ADM @3 @4 @6  EX ED FIEL	SCH PRNCPL F ED LDRSHP F
0073209	INTERIM ASTP M/J Interim Assistant Principal, Middle/Junior High School	ADM SUPV @3 @4 @6 SCH PRNCPL F	ADM @3 @4 @6 ED LDRSHP F
0073210	INTERIM ASTP SH SCH Interim Assistant Principal, Senior High School	ADM SUPV @4 @6 SCH PRNCPL F	ADM @4 @6 ED LDRSHP F
0073214	INTERIM ASTP VOC TEC Interim Assistant Principal, Vocational Technical Center	VOC ED DIR 7	
0073211	INTERIM ASTP OTHER Interim Assistant Principal, Other Elementary and Secondary School	ADM SUPV @3 @4 @6 SCH PRNCPL F	ADM @3 @4 @6 ED LDRSHP F

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COURSE NUMBER	ABBREVIATED TITLE COURSE TITLE		CERTIFICATION
0073207	INTERIM DIRE VOC TEC Interim Director, Vocational Technical Center	VOC ED DIR 7	
0073206	INTERIM PRINC AD SCH Interim Principal, Adult School	ADM 2	
0073201	INTERIM PRINC E SCH Interim Principal, Elementary School	ADM SUPV @3 @6 SCH PRNCPL F	ADM @3 @6 ED LDRSHP F
0073205	INTERIM PRINC EXC ED Interim Principal, Exceptional Student School	ADM SUPV @3 @4 @6 SCH PRNCPL F EX ED FIEL	ADM @3 @4 @6 ED LDRSHP F
0073202	INTERIM PRINC M/J Interim Principal, Middle/Junior High School	ADM SUPV @3 @4 @6 SCH PRNCPL F	ADM @3 @4 @6 ED LDRSHP F
0073204	INTERIM PRINC OTHER Interim Principal, Other Elementary and Secondary School	ADM SUPV @3 @4 @6 SCH PRNCPL F	ADM @3 @4 @6 ED LDRSHP F
0073203	INTERIM PRINC SH Interim Principal, Senior High School	ADM SUPV @4 @6 SCH PRNCPL F	ADM @4 @6 ED LDRSHP F
0073114	INTERN AST DIRE VOC Intern Assistant Director, Vocational Technical Center	VOC ED DIR 7	
0073108	INTERN ASTP E Intern Assistant Principal, Elementary	ADM SUPV @3 @6 SCH PRNCPL F	ADM @3 @6 ED LDRSHP F
0073112	INTERN ASTP EXC STU Intern Assistant Principal, Exceptional Student School	ADM SUPV @3 @4 @6 SCH PRNCPL F EX ED FIEL	ADM @3 @4 @6 ED LDRSHP F
0073109	INTERN ASTP M/J Intern Assistant Principal, Middle/Junior High	ADM SUPV @3 @4 @6 SCH PRNCPL F	ADM @3 @4 @6 ED LDRSHP F

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0073110	INTERN ASTP SH Intern Assistant Principal, Senior High	ADM SUPV @4 @6 SCH PRNCPL F	ADM @4 @6 ED LDRSHP F
0073113	INTERN ASTP AD SCH Intern Assistant Principal, Adult School	ADM 2	
0073111	INTERN ASTP OTHER Intern Assistant Principal, Other Elementary and Secondary School	ADM SUPV @3 @4 @6 SCH PRNCPL F	ADM @3 @4 @6 ED LDRSHP F
0073101	INTERN PRINC E Intern Principal, Elementary	ADM SUPV @3 @6 SCH PRNCPL F	ADM @3 @6 ED LDRSHP F
0073104	INTERN PRINC E&S Intern Principal, Elementary and Secondary	ADM SUPV @3 @4 @6 SCH PRNCPL F	ADM @3 @4 @6 ED LDRSHP F
0073105	INTERN PRINC EXC STU Intern Principal, Exceptional Student School	ADM SUPV @3 @4 @6 SCH PRNCPL F EX ED FIEL	ADM @3 @4 @6 ED LDRSHP F
0073102	INTERN PRINC M/J Intern Principal, Middle/Junior High School	ADM SUPV @3 @4 @6 SCH PRNCPL F	ADM @3 @4 @6 ED LDRSHP F
0073103	INTERN PRINC SH Intern Principal, Secondary	ADM SUPV @4 @6 SCH PRNCPL F	ADM @4 @6 ED LDRSHP F
0073006	PRINC AD SCH Principal, Adult School	ADM 2	
0073001	PRINC E SCH Principal, Elementary School	SCH PRNCPL F ADM SUPV @3 @6	ED LDRSHP F ADM @3 @6
0073005	PRINC EXC STU SCH Principal, Exceptional Student School	SCH PRNCPL F ED LDRSHP F ADM @3 @4 @6	EX ED FIEL ADM SUPV @3 @4 @6
0073002	PRINC M/J Principal, Middle/Junior High	SCH PRNCPL F ADM SUPV @3 @4 @6	ED LDRSHP F ADM @3 @4 @6

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COURSE NUMBER	ABBREVIATED TITLE COURSE TITLE			CERTIFICATION
0073004	PRINC OTHER E&S SCH Principal, Other Elementary and Secondary School	SCH PRNCPL ADM SUPV	F @3 @4 @6	ED LDRSHP F ADM @3 @4 @6
0073003	PRINC SH Principal, Senior High	SCH PRNCPL ADM SUPV	F @4 @6	ED LDRSHP F ADM @4 @6
0073023	ACTIVITIES DIRE Activities Director	ANY FIELD		
0073024	ATH DIRE Athletic Director	ANY FIELD		
0073033	ATH TR Athletic Trainer	ANY FIELD/LIC ATH TR LIC ATH TR		