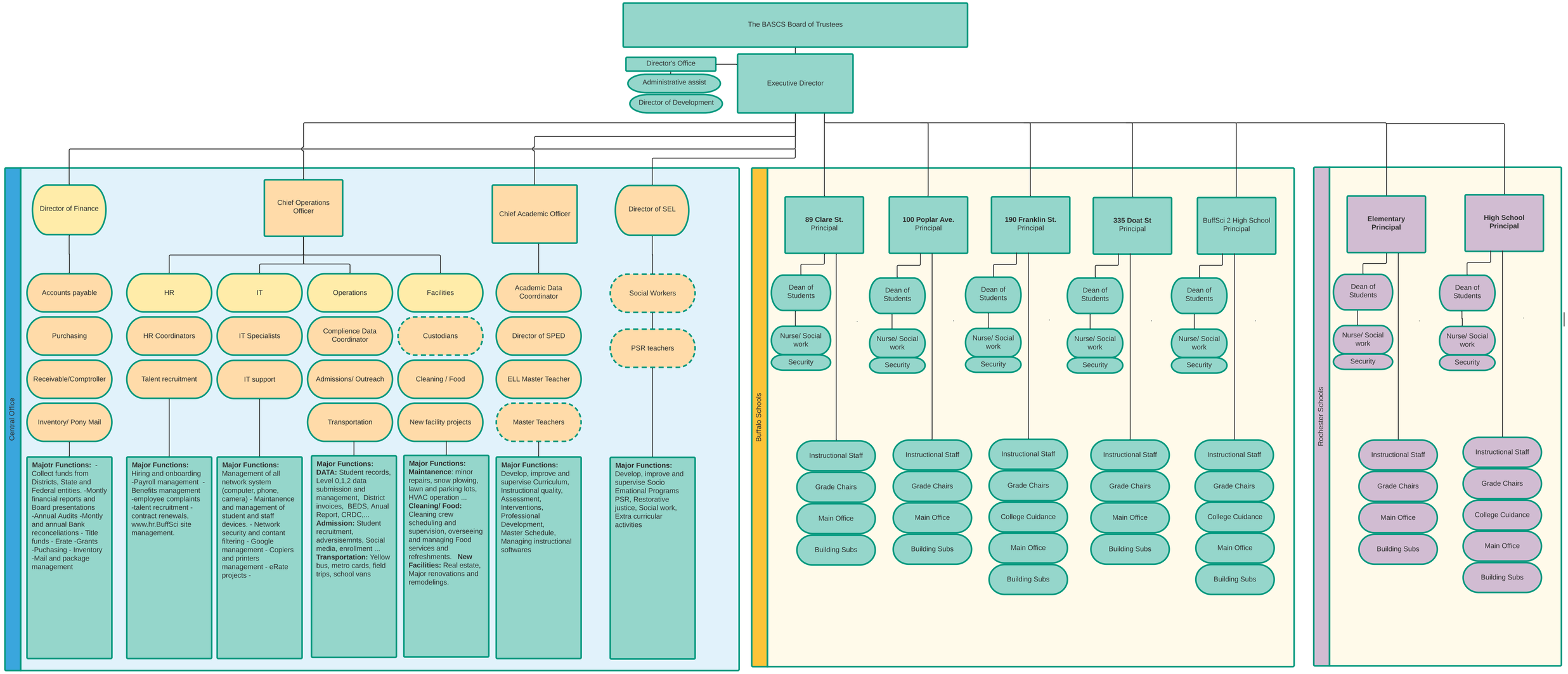
The BASCS Board of Trustees
Director's Office
Administrative assist
Director of Development
Executive Director
Central Office
Director of Finance
Accounts payable
Purchasing
Receivable/Comptroller
Inventory/ Pony Mail
Majotr Functions: - Collect funds from Districts, State and Federal entities. -Montly financial reports and Board presentations -Annual Audits -Montly and annual Bank reconceliations - Title funds - Erate -Grants -Puchasing - Inventory -Mail and package management
Chief Operations Officer
HR
HR Coordinators
Talent recruitment
Major Functions: Hiring and onboarding -Payroll management - Benefits management -employee complaints -talent recruitment - contract renewals, www.hr.BuffSci site management.
IT
IT Specialists
IT support
Major Functions: Management of all network system (computer, phone, camera) - Maintanence and management of student and staff devices. - Network security and contant filtering - Google management - Copiers and printers management - eRate projects -
Operations
Complience Data Coordinator
Admissions/ Outreach
Transportation
Major Functions: DATA: Student records, Level 0,1,2 data submission and management, District invoices, BEDS, Anual Report, CRDC,... Admission: Student recruitment, adversisemnts, Social media, enrollment ... Transportation: Yellow bus, metro cards, field trips, school vans
Facilities
Custodians
Cleaning / Food
New facility projects
Major Functions: Maintanence: minor repairs, snow plowing, lawn and parking lots, HVAC operation ... Cleaning/ Food: Cleaning crew scheduling and supervision, overseeing and managing Food services and refreshments. New Facilities: Real estate, Major renovations and remodelings.
Chief Academic Officer
Academic Data Coorrdinator
Director of SPED
ELL Master Teacher
Master Teachers
Major Functions: Develop, improve and supervise Curriculum, Instructional quality, Assessment, Interventions, Professional Development, Master Schedule, Managing instructional softwares
Director of SEL
Social Workers
PSR teachers
Major Functions: Develop, improve and supervise Socio Emational Programs PSR, Restorative justice, Social work, Extra curricular activities
Buffalo Schools
89 Clare St. Principal
Dean of Students
Nurse/ Social work
Security
Instructional Staff
Grade Chairs
Main Office
Building Subs
100 Poplar Ave. Principal
Dean of Students
Nurse/ Social work
Security
Instructional Staff
Grade Chairs
Main Office
Building Subs
190 Franklin St. Principal
Dean of Students
Nurse/ Social work
Security
Instructional Staff
Grade Chairs
College Cuidance
Main Office
Building Subs
335 Doat St Principal
Dean of Students
Nurse/ Social work
Security
Instructional Staff
Grade Chairs
Main Office
Building Subs
BuffSci 2 High School Principal
Dean of Students
Nurse/ Social work
Security
Instructional Staff
Grade Chairs
College Cuidance
Main Office
Building Subs
Rochester Schools
Elementary Principal
Dean of Students
Nurse/ Social work
Security
Instructional Staff
Grade Chairs
Main Office
Building Subs
High School Principal
Dean of Students
Nurse/ Social work
Security
Instructional Staff
Grade Chairs
College Cuidance
Main Office
Building Subs