



Assistant Superintendent / Substitute Superintendent: Dr. Karen Trinkle  
Yearly Objective Performance Standards: 2024-2025

1. Supervision of Administration and other District personnel.
2. Oversee and coordinate with the Director of Curriculum and Instruction, Professional Development to support District initiatives, providing support and supervision aligned with district goals and objectives for the curriculum review process.
3. Oversee and coordinate with the Director of Special Education and Student Services, providing oversight and supervision for Pennsylvania Department of Education, Special Education Monitoring.
4. Develop and make recommendations for staffing and personnel to support educational operations.
5. Assist in budget preparation.
6. Strategic Planning Update: Supervision and support for the SLSD Comprehensive Plan.
7. Full Day Kindergarten and Grade 3 Transition: The district's ongoing efforts to support strategic, student-centered programming, advanced a phased approach to evaluate and implement Full Day Kindergarten (FDK) alongside a broader transition plan to relocate Grade 3 to JPLIS. This work aligns with the district's priorities for thoughtful planning, data-informed decision-making, and long-term educational visioning.
8. Federal Programs Oversight: This includes the management and compliance of ESSER/ARP funding, Title programs, and PCCD grants. Key responsibilities involve tracking financial expenditures, completing quarterly reporting, and meeting all fiscal and programmatic monitoring requirements outlined in ESSER and the Consolidated Application. There is a strong emphasis on executing purchases and procurement in accordance with established timelines, as well as ensuring timely and accurate completion and oversight of the Consolidated Application.
9. School safety initiatives under Act 55 remain a priority, with a strong focus on trauma-informed practices and continued collaboration with local law enforcement throughout the 2024–2025 school year. A summary report outlining progress and compliance with Act 55 employee training requirements was presented to the Board of Education by June 30.
10. Supervision of Library Renovation in partnerships with Operations and Facilities: The library renovation process engaged with thoughtful planning to identify the desired student skills and learning outcomes, as well as the materials and services needed to support them. Implementation involved developing a range of options to achieve these goals, with consideration for how successful approaches can be adapted and applied establishing clear, measurable outcomes.
11. Additionally on March 10, 2025 appointed as Substitute Superintendent assuming chief responsibilities for district operations and academic initiatives.

*The Assistant Superintendent / Substitute Superintendent has Met and/or Exceeded Expectations for the 2024-2025 school year.*  
*June 30, 2025*