

Office of Human Resources
Marjorie H. Adler, Chief Personnel Officer

SUBJECT: APPOINTMENTS AND LATERAL ASSIGNMENTS OF MANAGERIAL EXEMPT, PROFESSIONAL, AND TECHNICAL PERSONNEL FOR 2003-2004

- 1. ESTABLISH AND CLASSIFY MANAGERIAL EXEMPT PERSONNEL (MEP) POSITION AND ASSIGN PERSONNEL**
- 2. APPOINT AND ASSIGN MANAGERIAL EXEMPT AND PROFESSIONAL AND TECHNICAL PERSONNEL RESULTING FROM THE BOARD-APPROVED ADVERTISEMENT AND SELECTION PROCESS AND LATERAL ASSIGNMENTS**

The following recommendations are made in accordance with Board Rules 6Gx13- 4A-1.16, 6Gx13- 4A-1.161, and the Miami-Dade County Public Schools/Dade County Schools Administrators' Association labor contract.

Considerations for reassignments of managerial exempt, professional, and technical personnel were predicated upon an intensive review of information by the appropriate administrators and the Superintendent of Schools.

The recommended managerial exempt, professional, and technical personnel appointments reflect the honoring of requests for lateral reassignments, where possible. Assignments of personnel and appointments of managerial exempt, professional, and technical staff are a direct result of the Board-approved advertisement and selection process.

State Statutes and subsequent changes in Board rules governing Administrative/Professional and Technical Staffing require that all first year principalship appointments be "Interim" appointments.

In order to fill school-site allocations and other allocations vacated by promotion, leave, retirement, and other attritional factors, it is recommended that the following personnel assignments be authorized by the School Board. Revisions, additions and/or deletions may be made to the recommended personnel assignments, as necessary, to assure efficient school system operations, and if such modifications are made, a revised Board item will be submitted prior to the Board meeting.

**REPLACEMENT
H-2**

RECOMMENDED: That The School Board of Miami-Dade County, Florida:

1. Establish the position of Executive Director, Secondary Advanced Academics and Gifted Programs, MEP pay grade 22, effective January 15, 2004; Appoint Mr. David A. Gupta, District Supervisor, Advanced Academic Programs MEP pay grade 21, to Interim Executive Director, Secondary Advanced Academics and Gifted Programs, MEP pay grade 22, effective January 15, 2004; and
2. Approve the following recommendations for appointments and lateral transfers to be effective January 15, 2004, or as soon thereafter as can be facilitated with the exception of the effective dates as noted throughout the item:

SCHOOL-SITE ADMINISTRATIVE ASSIGNMENTS
PRINCIPALS

<u>NAME</u>	<u>CURRENT ASSIGNMENT</u>	<u>CURRENT PG</u>	<u>2003-2004 ASSIGNMENT</u>	<u>2003-2004 PG</u>
Agenoria T. Paschal	Assistant Principal, W.J. Bryan Elementary School	AP	Interim Principal, Linda Lentin Elementary School	22

SCHOOL-SITE ADMINISTRATIVE ASSIGNMENTS
ASSISTANT PRINCIPALS

<u>NAME</u>	<u>CURRENT ASSIGNMENT</u>	<u>CURRENT PG</u>	<u>2003-2004 ASSIGNMENT</u>	<u>2003-2004 PG</u>
Lisa K. Wiggins	Curriculum Support Specialist, Innovative Programs	--	Assistant Principal, Miami Park Elementary School (Effective 1/5/2004)	AP
Nancy Cabrera	Teacher, Cutler Ridge Elementary School	--	Assistant Principal, Kendale Lakes Elementary School	AP
Concepcion C. Santana	Teacher, Claude Pepper Elementary School	--	Assistant Principal, Claude Pepper Elementary School	AP
Dawn M. Baglos	Teacher, Ojus Elementary School	--	Assistant Principal, Dr. Michael M. Krop Senior High School	AP

SCHOOL-SITE ADMINISTRATIVE LATERAL RE-ASSIGNMENTS
ASSISTANT PRINCIPALS

<u>NAME</u>	<u>CURRENT ASSIGNMENT</u>	<u>CURRENT PG</u>	<u>2003-2004 ASSIGNMENT</u>	<u>2003-2004 PG</u>
Sandra S. Smith-Moise	Assistant Principal, Fienberg-Fisher Community Center	AP	Vice Principal, William H. Turner Technical Adult Center	21

NON-SCHOOL SITE ADMINISTRATIVE ASSIGNMENTS

<u>NAME</u>	<u>CURRENT ASSIGNMENT</u>	<u>CURRENT PG</u>	<u>2003-2004 ASSIGNMENT</u>	<u>2003-2004 PG</u>
Sonja Braun Gaetjens	Coordinator III, Management Analysis, Office of Performance Improvement	42	Director, Quality Enhancement, Office of Performance Improvement	21
Rolando A. Martin	Citizen Information Specialist, Public Information	36	Interim Citizen Information Coordinator, Public Information	18

NON-SCHOOL SITE ADMINISTRATIVE ASSIGNMENTS
PROFESSIONAL AND TECHNICAL PERSONNEL

<u>NAME</u>	<u>CURRENT ASSIGNMENT</u>	<u>CURRENT PG</u>	<u>2003-2004 ASSIGNMENT</u>	<u>2003-2004 PG</u>
Jerome A. Morgan	Marketing Coordinator, Marketing Information	42	Interim Supervisor II, Publications, Marketing Information	44
Tammy T. Reed	Citizen Information Coordinator, Public Information	18	Interim Marketing Coordinator, Marketing Information	42
Laura M. Leiseca	Part-Time Food Service Manager, Food and Nutrition	--	Temporary Coordinator III, Food and Nutrition	42
Pamela L. Pafford	Project Supervisor I, Systems and Programming Services	41	Technical Service Liaison, Systems and Programming Services	42

NON-SCHOOL SITE ADMINISTRATIVE ASSIGNMENTS
PROFESSIONAL AND TECHNICAL PERSONNEL

<u>NAME</u>	<u>CURRENT ASSIGNMENT</u>	<u>CURRENT PG</u>	<u>2003-2004 ASSIGNMENT</u>	<u>2003-2004 PG</u>
Joseph L. Bayne	Staff Specialist Evaluation, Educational Evaluation	40	Coordinator III, Systems and Programming, Assessment and Data Analysis	42
Lander E. Cam, Jr.	Coordinator III, General Accounting	42	Budget Analyst, Budget Management	43
Rosa Novo	Staff Assistant, Risk/Benefits Management	36	Manager II, Retirement, Risk/Benefits Management	38

NON-SCHOOL SITE ADMINISTRATIVE LATERAL RE-ASSIGNMENTS

<u>NAME</u>	<u>CURRENT ASSIGNMENT</u>	<u>CURRENT PG</u>	<u>2003-2004 ASSIGNMENT</u>	<u>2003-2004 PG</u>
Iraida R. Mendez-Cartaya	Administrative Director, Budget Planning, Office of Financial Affairs	24	Administrative Director, Legislative Relations, Office of Intergovernmental Affairs and Grants Administration	24