

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

SUBJECT: APPOINTMENTS AND ASSIGNMENTS OF PERSONNEL TO THE SCHOOL DISTRICT

COMMITTEE: LEGISLATIVE RELATIONS, PUBLIC RELATIONS AND PERSONNEL SERVICES

The following recommended appointments reflect assignments of professional and technical personnel (DCSAA) to the District. The DCSAA recommendations are made in accordance with Board Rules 6Gx13- 4A-1.16, 6Gx13- 4A-1.61, and the DCSAA labor contract. The assignments and appointments of personnel, are a direct result of the Board-approved advertisement and selection process.

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Ms. Catherine A. Hilton is recommended for appointment to the open budgeted position of Buyer (Interim), DCSAA pay grade 40, Procurement Management. Ms. Hilton received a Bachelor of Arts Degree in Interdisciplinary Studies from Eckerd/Florida Presbyterian College, St. Petersburg, Florida, and a Master of Science Degree in Urban Design from the University of Miami, School of Architecture and Planning, Coral Gables, Florida. Ms. Hilton's work history from 1973 through the present includes Marketing Committee Chair, South Florida Work Force Professional Placement Network, Miami, Florida; Interim Transportation Planning Manager, South Florida Regional Transportation Authority, Miami-Dade, Broward, Palm Beach Counties, Florida; Senior Planner, City of North Port Planning and Zoning Department, Sarasota County, Florida; Lead Exam Scorer, MetriTech, Inc., Bloomington-Normal, Illinois; Senior Planner, Tri-County Regional Planning Commission/Metropolitan Planning Organization, Peoria, Tazewell, Woodford Counties, Illinois; Consulting Senior Planner, Palm Beach County Government, Palm Beach, Florida; Owner/Operator, Glades Maritime Communities, Florida; City Planner, City of Sebastian, Indian River County, Florida; and various administrative positions within Miami-Dade County Government, Miami, Florida.

Dr. David Rafky is recommended for appointment to the open budgeted position of Senior Grant Writer, DCSAA pay grade 44, Grants Development. Dr. Rafky received a Bachelors Degree in Psychology from New York University in 1964, a Masters in Sociology of Education from Harvard University in 1968 and a Doctorate in Sociology of Education from Harvard University in 1970. Dr. Rafky's work history from 1969 through the present includes Grant Writer, Miami Dade College, Miami, Florida; Grant Writer and Assistant to Executive Director, Center of Information and Orientation, Miami, Florida; Grant Writer and Director of Education, Work America, Inc., Miami, Florida; Grant Writer, Haitian American Foundation, Miami, Florida; Executive Director, Charles Babbage Memorial Fund, Miami, Florida; Executive Director, Microcomputer Security Institute, Coral Gables, Florida; Professor and Chairman, Division of Criminal Justice, Director of Grants and Federal Affairs, Director of Long Range Planning, and Adjunct Assistant to the President for Grants, St. Thomas University, Miami, Florida; Assistant

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Professor of Criminal Justice, Florida International University, Miami, Florida, and Assistant Professor of Education, Graduate School, Syracuse University, Syracuse, New York. } AL)

RECOMMENDED: That The School Board of Miami-Dade County, Florida, appoint effective April 15, 2004, or as soon thereafter as can be facilitated:

1. **Ms. Catherine A. Hilton** to the open, budgeted position of Buyer (Interim), DCSAA pay grade 40, Procurement Management; and } REVISED
2. **Dr. David Rafky** to the open, budgeted position of Senior Grant Writer, DCSAA pay grade 44, Grants Development. } ADDED

MHA:mtp