

August 17, 2004

Office of Human Resources
Howard S. Tames, 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 personnel, including Managerial Exempt Personnel (MEP), professional and technical personnel (DCSAA) and personnel in the IO salary schedule to the District. The MEP and 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. Helga R. Gonzalez is recommended for appointment to the open, budgeted position of Investigative Analyst, IO Salary Schedule, Office of Inspector General. Ms. Gonzalez received a Bachelor's Degree in Business Administration from Florida International University, Miami, Florida in 1995. Ms. Gonzalez' work history from 1984 through 2003 includes Administrative Officer and Supervisory Investigative Analyst, Federal Bureau of Investigations (FBI), Newark, New Jersey; Investigative Analyst, FBI, Albany, New York; Supervisory Administrative Specialist and File Supervisor, FBI, Miami, Florida; and School Clerk, Miami Coral Park Senior High School, Miami, Florida.

Galeno C. Rivera is recommended for appointment to the open, budgeted position of Coordinator III Facilities Planning, DCSAA pay grade 42, Facilities Planning and Standards. Mr. Rivera received a Bachelor of Architecture from the University of Miami, Coral Gables, Florida, on January 25, 1973. Mr. Rivera's work history from 1977 through the present includes Plans Examiner for Building, Miami-Dade County Building Department, Miami, Florida; Project Manager for Post Buckley Schuh Jernigan, Inc., Miami, Florida; Facilities Management, Florida International University, Miami, Florida; and Specification Department Head, Smith Korach Hayet Haynie Partnership, Miami, Florida.

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RECOMMENDED: That The School Board of Miami-Dade County, Florida, appoint effective, August 19, 2004, or as soon thereafter as can be facilitated:

1.

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2. **Ms. Helga R. Gonzalez** to the open, budgeted position of Investigative Analyst, IO Salary Schedule, Office of Inspector General; and

3. **Galeno C. Rivera** to the open, budgeted position of Coordinator III Facilities Planning, Facilities Planning and Standards.

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HST:mtp