

Jose L. Dotres, Chief Human Capital Officer
Office of Human Capital Management

SUBJECT: **REQUEST APPROVAL OF:**
1. ADMINISTRATIVE APPOINTMENTS FOR 2018-2019
2. ESTABLISH AND CLASSIFY JOB DESCRIPTIONS

COMMITTEE: **PERSONNEL, STUDENT, SCHOOL, AND COMMUNITY SUPPORT**

LINK TO STRATEGIC BLUEPRINT: **HIGHLY EFFECTIVE TEACHERS, LEADERS AND STAFF**

The administrative assignment recommendations are made in accordance with Board Policies 1120, 1130.01, 3120.01, and the Miami-Dade County Public Schools/Dade County School Administrators' Association labor contract.

Considerations for reassignments of managerial exempt, professional and technical personnel were predicated upon an intensive review of information by appropriate administrators. Based upon current job trends, a competitive market analysis, and/or a demonstrated market demand, the Superintendent has the authority to adjust compensation upon appointment and thereafter, within the pay grade set forth in this item, to effectively recruit and retain the most talented workforce.

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 may be a result of the Board-approved advertisement and selection process, or by a direct appointment of an individual who has demonstrated the specific qualifications and background applicable to the position.

State statutes and subsequent changes in Board policies 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 ensure efficient school system operations, and if such modifications are made, a revised Board item will be submitted prior to the Board meeting.

Authorization of the Board is requested to establish and classify new administrative position classifications in accordance with School Board Policy 1120.01, Managerial Exempt Personnel, and the labor contract with the Dade County School Administrators' Association (DCSAA). The administrative assignment recommendations are made in accordance with Board Policy 1130, Assignments, and the Miami-Dade County Public Schools/Dade County School Administrators' Association labor contract; and pursuant to Florida Statutes 1001.42 and 1012.22.

Revised
D-21

Under Curriculum and Instruction, the job descriptions for the positions of Executive Director (MEP), District Supervisor (MEP), and Coordinator II (DCSAA) presented for the Department of Early Childhood Programs will fulfill the required action needed to meet Head Start Standard 1302.101, Management Systems.

Technologies ever changing landscape is increasing the complexity by which applications are being developed, implemented and supported. The division of Information Technology Services (ITS) requires a unique skill set that is needed to meet the demands for maintaining and supporting complex ERP systems. The job description for an SAP Architect will enable the district to recruit candidates that possess extensive experience and have the skill set required to support the District's complex ERP system.

} ADDED

Copies of the job descriptions will be provided to the Board under separate cover.

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

1. recommendation for appointments, reclassifications, and lateral transfers to be effective November 21, 2018, or as soon thereafter as can be facilitated, with the exception of the effective dates as noted throughout the item and authorize compensation adjustments upon appointment and thereafter as stipulated in this item.
2. establishment and classification of the following MEP and DCSAA positions:
 - a. Executive Director, HS/EHS, MEP, pay grade 22, Department of Early Childhood Programs
 - b. District Supervisor, HS/EHS, MEP, pay grade 21, Department of Early Childhood Programs
 - c. Coordinator II, HS/EHS, DCSAA, pay grade 41, Department of Early Childhood Programs
 - d. SAP Architect, Contracted, Information Technology Services

} ADDED

SCHOOL-SITE ADMINISTRATIVE ASSIGNMENTS
ASSISTANT PRINCIPAL

<u>NAME</u>	<u>CURRENT ASSIGNMENT</u>	<u>CURRENT PG</u>	<u>NEW ASSIGNMENT</u>	<u>NEW PG</u>
Jo Ann Blanco	Teacher Royal Palm Elementary School	--	Elementary Assistant Principal Royal Palm Elementary School (Effective 11/02/2018)	AP
Yailen A. Julia	Teacher Ernest R. Graham K-8 Academy	--	Temporary Elementary Assistant Principal North Hialeah Elementary School (Effective 11/02/2018)	AP
Massiel J. Lorenzo	Teacher West Hialeah Gardens Elementary School	--	Temporary Elementary Assistant Principal Mae M. Walters Elementary School (Effective 10/23/2018)	AP
Kadie Montano	Teacher South Hialeah Elementary School	--	Temporary Elementary Assistant Principal G.W. Carver Elementary School (Effective 10/23/2018)	AP

ADDED

SCHOOL-SITE LATERAL ADMINISTRATIVE ASSIGNMENTS
ASSISTANT PRINCIPALS

<u>NAME</u>	<u>CURRENT ASSIGNMENT</u>	<u>CURRENT PG</u>	<u>NEW ASSIGNMENT</u>	<u>NEW PG</u>
Denise Formoso	Temporary Elementary Assistant Principal Ludlam Elementary School	AP	Elementary Assistant Principal Ludlam Elementary School	AP

NON-SCHOOL-SITE ADMINISTRATIVE ASSIGNMENTS
MANAGERIAL EXEMPT

<u>NAME</u>	<u>CURRENT ASSIGNMENT</u>	<u>CURRENT PG</u>	<u>NEW ASSIGNMENT</u>	<u>NEW PG</u>	
Beatriz M. Bezos	External SAP Contractor	--	Solutions Manager Application Development & Client Support	20	} ADDED
John S. Dibenedetto	Returning to the District	--	Director, Facilities Safety Division of Safety & Emergency Management	21	
Danita C. Duhart	Returning to the District	--	Instructional Support Specialist Office of Exceptional Student Education	20	
Magaly Ercilla	Teacher Ponce de Leon Middle School	--	Instructional Supervisor, ESE Office of Exceptional Student Education (Grant Funded)	21	
Wendy Forteza	Elementary Assistant Principal Hubert O. Sibley K-8 Academy	AP	District Supervisor, Instructional Support Department of Mathematics & Science	21	} ADDED
Alec Nunez	Application Support Specialist Application Development & Client Support	16	Systems Engineer Systems & Programming Services	18	

NON-SCHOOL-SITE ADMINISTRATIVE ASSIGNMENTS
MANAGERIAL EXEMPT

<u>NAME</u>	<u>CURRENT ASSIGNMENT</u>	<u>CURRENT PG</u>	<u>NEW ASSIGNMENT</u>	<u>NEW PG</u>	
Alina M. Pernus Alonso	.Net Web Application Developer Application Development & Client Support	17	Systems Engineer Systems & Programming Services	18	} ADDED
Jeny Priante	Staff Auditor II Office of Management & Compliance Audits	40	Audit Specialist Office of Management & Compliance Audits	19	
Randy G. Sanchez	Retirement Analyst Office of Leave, Retirement & Unemployment Compensation	40	District Analyst Office of Treasury Management	17	} ADDED
Neil R. Singh	Outside Candidate	--	Audit Director, Capital Construction Office of Management & Compliance Audits	21	

NON-SCHOOL-SITE ADMINISTRATIVE ASSIGNMENTS
PROFESSIONAL & TECHNICAL

<u>NAME</u>	<u>CURRENT ASSIGNMENT</u>	<u>CURRENT PG</u>	<u>NEW ASSIGNMENT</u>	<u>NEW PG</u>	
Pamela L. Davis	Staff Auditor II Office of Management & Compliance Audits	40	Temporary Senior Auditor Office of Management & Compliance Audits	41	} ADDED

NON-SCHOOL-SITE ADMINISTRATIVE ASSIGNMENTS
PROFESSIONAL & TECHNICAL

<u>NAME</u>	<u>CURRENT ASSIGNMENT</u>	<u>CURRENT PG</u>	<u>NEW ASSIGNMENT</u>	<u>NEW PG</u>
Alfredo Gonzalez	Lead Systems Support Specialist Department of Food & Nutrition	--	Systems Implementation Assistant Department of Food & Nutrition	35
Maite Jimenez	Senior Auditor Office of Management & Compliance Audits	41	Temporary Audit Coordinator II Office of Management & Compliance Audits	42
Alysia D. Marsh	Manager III, Facilities Operations Maintenance Operations	39	Coordinator I, Data Control Facilities Operations, Maintenance	40
Ana M. Ochoa	Accounts Payable Senior Specialist Accounts Payable Department	--	Administrative Assistant I, Finance Accounts Payable Department	34

ADDED

NON-SCHOOL-SITE ADMINISTRATIVE ASSIGNMENTS
CONTRACTED

<u>NAME</u>	<u>CURRENT ASSIGNMENT</u>	<u>CURRENT PG</u>	<u>NEW ASSIGNMENT</u>	<u>NEW PG</u>
Karthik Balasubramanian	External SAP Contractor	--	SAP Architect Information Technology Services	--
Steven Blitstein	External SAP Contractor	--	SAP Architect Information Technology Services	--

ADDED

**NON-SCHOOL-SITE ADMINISTRATIVE ASSIGNMENTS
CONTRACTED**

<u>NAME</u>	<u>CURRENT ASSIGNMENT</u>	<u>CURRENT PG</u>	<u>NEW ASSIGNMENT</u>	<u>NEW PG</u>	
Martin	External	--	SAP Architect	--	} ADDED
Letourneau	SAP Contractor		Information Technology Services		

SALARY RANGES

<http://salary.dadeschools.net/>

<i>*MEP</i>		<i>DCSAA</i>		<i>School Police</i>		<i>Contracted</i>
26	\$ 114,945 - \$ 174,000	47	\$ 70,866 - \$ 125,310	S3	\$ 108,384 - \$ 139,160	\$ 95,000 - \$ 144,000
25	\$ 106,245 - \$ 164,000	46	\$ 67,494 - \$ 119,351	S2	\$ 87,849 - \$ 128,775	
24	\$ 101,335 - \$ 154,000	45	\$ 64,280 - \$ 113,662			
PR	PDCM	44	\$ 61,220 - \$ 108,255			
23	\$ 91,335 - \$ 144,000	43	\$ 58,300 - \$ 103,094			
22	\$ 81,666 - \$ 134,000	42	\$ 55,532 - \$ 98,200			
21	\$ 75,669 - \$ 124,000	41	\$ 52,889 - \$ 93,525			
VP	\$ 78,902 - \$ 100,658	40	\$ 50,364 - \$ 89,065			
AP (12m)	\$ 76,792 - \$ 96,792	39	\$ 47,970 - \$ 84,826			
AP (10m)	\$ 71,854 - \$ 91,854	38	\$ 45,691 - \$ 80,798			
20	\$ 70,133 - \$ 114,000	37	\$ 43,507 - \$ 76,937			
19	\$ 65,247 - \$ 98,000	36	\$ 41,432 - \$ 73,267			
18	\$ 60,633 - \$ 88,000	35	\$ 39,464 - \$ 69,790			
17	\$ 54,858 - \$ 78,000	34	\$ 37,588 - \$ 66,476			
16	\$ 51,809 - \$ 68,000	33	\$ 35,787 - \$ 63,290			
		32	\$ 34,097 - \$ 60,300			
		31	\$ 32,470 - \$ 57,424			
		30	\$ 30,919 - \$ 54,676			

PDCM -- Principal Differentiated Compensation Model

*The Superintendent shall have the authority to adjust compensation for MEP employees of the District within the designated pay grade and salary range.