

Office of Superintendent of Schools  
Board Meeting of April 17, 2002

April 12, 2002

Personnel Management and Services  
Magaly C. Abrahante, Chief Personnel Officer

**SUBJECT: APPOINTMENT OF ADMINISTRATIVE ASSISTANTS TO SCHOOL BOARD MEMBERS**

Mr. Frank J. Bolaños, Member of The School Board of Miami-Dade County, Florida, recommends that Ms. Susana V. Castillo be contractually employed as his Administrative Assistant.

Dr. Marta Pérez, Member of The School Board of Miami-Dade County, Florida, recommends that Ms. Victoria Guerrero be contractually employed as her Administrative Assistant.

The terms and conditions of services as Administrative Assistants are set forth in the contractual agreements which have been approved by the School Board Attorney. The effective date of employment for Ms. Susana V. Castillo is April 1<sup>st</sup>, 2002, and April 18, 2002, for Ms. Victoria Guerrero or as soon thereafter as can be facilitated.

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

Ms. Susana V. Castillo as Administrative Assistant to School Board Member, Mr. Frank J. Bolaños, effective April 1<sup>st</sup>, 2002, or as soon thereafter as can be facilitated; and

- Ms. Victoria Guerrero as Administrative Assistant to School Board Member, Dr. Marta Pérez, effective April 18, 2002, or as soon thereafter as can be facilitated.

MCA/mtp

**REPLACEMENT**  
**H-5**