

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

SUBJECT: APPOINTMENTS AND ASSIGNMENTS OF PROFESSIONAL AND TECHNICAL PERSONNEL FOR CANDIDATES NEW TO THE SCHOOL DISTRICT

The following recommendations are made in accordance with the Miami-Dade County Public Schools/Dade County Schools Administrators' Association labor contract. The recommended appointments reflect assignments of professional and technical personnel for candidates that are new to the District. Assignments of personnel and appointments of professional, and technical staff are a direct result of the Board-approved advertisement and selection process.

Mr. Jorge F. Gonzalez is recommended for appointment to the open, budgeted position of Business Manager, pay grade 38, Miami Edison Senior High School. Mr. Gonzalez received a Bachelor of Arts Degree in Business Administration with a Major in Finance, on August 13, 1997 from Florida International University, Miami, Florida. Mr. Gonzalez was a Teller Supervisor/Assistant Operations Officer with the SunTrust Bank, Miami, Florida, from 1993 through 1999. From 1999 through the present, Mr. Gonzalez has been a Commercial Loan Officer with the Community Bank of Florida, Homestead, Florida.

Ms. Keisha Johnson-Cabrera is recommended for appointment to the open budgeted position of Business Manager, pay grade 38, Miami Jackson Senior High School. Ms. Johnson-Cabrera received a Bachelor of Science Degree in Health Services Administration on August 14, 1996 and a Master of Public Administration on December 4, 1998 from Florida International University, Miami, Florida. Ms. Johnson-Cabrera was a Personnel Technician with the Metro-Dade Department of Solid Waste Management from 1996 through 1997. From 1997 through the present she has served as a Personnel Representative and Manager (Generalist), Human Resources; Program Coordinator and Assistant Director, Research Programs with the Florida International University, Miami, Florida.

Teresita D. Estorino is recommended for appointment to the open budgeted position of Media Relations Specialist, pay grade 36, Public Relations/Marketing. Ms. Estorino received a Bachelor of Science Degree in Journalism and Mass Communications in August 1998 from Florida International University, Miami, Florida. Ms. Estorino was a Reporter for the River-Cities Gazette, Miami Springs, Florida, from April through August 1997. She was a Public Relations Representative and Associate Producer with Options Unlimited, Inc., Miami, Florida, from April 1998 through July 1999. From July 1999 through July 2000 she was the Communications Coordinator with the Archdiocese of Miami, Miami, Florida. From July through October 2000 she was a Researcher/Producer with Conectadas, Inc, Miami, Florida. Ms. Estorino was a Congressional Aide/Press Secretary for Congressman Lincoln Diaz-Balart in Miami, Florida, from

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April 2001 through April 2002, and from October 2002 to the present she has been a Public Information Officer (Interim) with the Miami-Dade Aviation Department, Miami, Florida.

Ms. Cathy Hamilton-Green is recommended for appointment to the open, budgeted position of Supervisor, Community Services, pay grade 44, Bureau of Community and Hospitality Services. Ms. Hamilton-Green received a Bachelor of Science Degree in Elementary and Primary Education from Nova Southeastern University, Miami, Florida in December 1992 and a Masters of Science in Education in August 1999 from the University of Miami, Coral Gables, Florida. Ms. Hamilton-Green was a Teacher/Director with Happy Hammocks Cooperative Pre-School, Miami, Florida, from September 1989 through June 1993. From August 1993 through June 1995 she was a Teacher at Gulliver Academy, Coral Gables, Florida. From August 1995 through January 1996 she was a Teacher at Pine Villa Elementary School, Goulds, Florida. From January 1996 through February 2000 she was a Teacher at Gulliver Schools/South Miami Campus, Coral Gables, Florida, and from February 2000 through the present Ms. Hamilton-Green has been the Director of Educational Services at The Children's Psychiatric Center, Miami, Florida.

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

1. **Mr. Jorge F. Gonzalez** to the open, budgeted position of Business Manager, pay grade 38, Miami Edison Senior High School effective October 23 2003, or as soon thereafter as can be facilitated;
2. **Ms. Keisha Johnson-Cabrera** to the open, budgeted position of Business Manager, pay grade 38, Miami Jackson Senior High School effective October 23, 2003, or as soon thereafter as can be facilitated;
3. **Teresita D. Estorino** to the open, budgeted position of Media Relations Specialist, pay grade 36, Public Relations/Marketing effective October 23, 2003, or as soon thereafter as can be facilitated; and,
4. **Ms. Kathy Hamilton-Green** to the open, budgeted position of Supervisor, Community Services, pay grade 44, Bureau of Community and Hospitality Services.

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