

Dr. Dawn M. Baglos, Chief Human Capital Officer
Office of Human Capital Management

**SUBJECT: REQUEST APPROVAL OF ADMINISTRATIVE APPOINTMENTS FOR
2021-2022 AND JOB DESCRIPTIONS**

COMMITTEE: PERSONNEL, STUDENT, SCHOOL, AND COMMUNITY SUPPORT

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

The administrative assignment recommendations are made in accordance with Board Policies 1120, 1130, 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. Outside candidates must successfully complete any State and District mandated background screening requirements [e.g., fingerprinting (Level II), drug screening], prior to hiring.

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.

Furthermore, authorization of the Board is requested to establish and classify job descriptions made in accordance with School Board Policy 1600, Job Descriptions and with Florida Statutes 1001.42 and 1012.22. A copy of the job descriptions will be forwarded to Board Members under separate cover and will be placed on file in the offices of Citizen Information Center and the Board Recording Secretary.

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>
Jesus Aleman	Master Custodian Department of Plant Operations	--	Coordinator II, Plant Operations Department of Plant Operations	41
Jorge G. Le Sante	Foreperson - Project Specialist (Structural) Facilities Operations, Maintenance	--	Coordinator, Construction Facilities Operations, Maintenance	40

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

1. establish and classify the following MEP and DCSAA positions:
 - a. Change/Release Management Lead, MEP pay grade 19, Office of Information Technology Services
 - b. Creative Director, MEP pay grade 20, Internet Services
 - c. Manager, Program Management Office, MEP pay grade 20, Office of Information Technology Services
 - d. Project Manager, Program Management, MEP pay grade 20, Office of Information Technology Services
 - e. Executive Director, Enterprise Service Management, MEP pay grade 22, Enterprise Service Management
 - f. Executive Director, School Board Agenda Office, MEP pay grade 22, Office of the Superintendent
 - g. ERP Development Manager, MEP pay grade 23, Application Development & Client Support
 - h. Senior ERP Manager, MEP pay grade 23, Application Development & Client Support
 - i. Change/Release Management Analyst I, DCSAA pay grade 37, Office of Information Technology Services
 - j. Change/Release Management Analyst II, DCSAA pay grade 38, Office of Information Technology Services
 - k. Business Analyst, Program Management Office, DCSAA pay grade 38, Data Security, Governance & Compliance

2. approve the recommendation for appointments and lateral transfers to be effective January 13, 2022, 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 upon Board approval, pursuant to the Managerial Exempt Personnel (MEP) Manual, and in accordance with the salary schedule, the Superintendent shall have the authority to adjust compensation for MEP employees of the District within the designated pay grade and salary range as indicated herein.

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

	*MEP		DCSAA		SCHOOL POLICE
26	\$114,945 - \$200,331	47	\$ 70,866 - \$125,310	S3	\$108,384 - \$139,160
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 with Board approval.

**Newly hired and candidates returning to Miami-Dade County Public Schools are hired at the minimum of the designated pay grade unless noted and specified below.