

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 and update 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.

SCHOOL-SITE LATERAL ADMINISTRATIVE ASSIGNMENTS
PRINCIPALS

<u>NAME</u>	<u>CURRENT ASSIGNMENT</u>	<u>CURRENT PG</u>	<u>NEW ASSIGNMENT</u>	<u>NEW PG</u>
Jean R. Baril	Middle Principal Lamar Louise Curry Middle School	PR	Senior Principal Medical Academy for Science & Technology (MAST @ Homestead) (Effective 01/28/2022)	PR
Yolanda G. Oliu	Temporary Elementary Principal Bel-Aire Elementary School	PR	Elementary Principal Bel-Aire Elementary School	PR

SCHOOL-SITE ADMINISTRATIVE ASSIGNMENTS
VICE/ASSISTANT PRINCIPALS

<u>NAME</u>	<u>CURRENT ASSIGNMENT</u>	<u>CURRENT PG</u>	<u>NEW ASSIGNMENT</u>	<u>NEW PG</u>
Quintera S. Parris	Senior Assistant Principal Miami Central Senior High School	AP	Temporary Vice Principal Miami Central Senior High School	VP

SCHOOL-SITE LATERAL ADMINISTRATIVE ASSIGNMENTS
VICE/ASSISTANT PRINCIPALS

<u>NAME</u>	<u>CURRENT ASSIGNMENT</u>	<u>CURRENT PG</u>	<u>NEW ASSIGNMENT</u>	<u>NEW PG</u>
Judith M. Melendez	Elementary Assistant Principal Southside Preparatory Academy	AP	Community School Assistant Principal Southside Preparatory Academy	AP

SCHOOL-SITE LATERAL ADMINISTRATIVE ASSIGNMENTS
VICE/ASSISTANT PRINCIPALS

<u>NAME</u>	<u>CURRENT ASSIGNMENT</u>	<u>CURRENT PG</u>	<u>NEW ASSIGNMENT</u>	<u>NEW PG</u>
Michael W. Windisch	Temporary Vice Principal Miami Lakes Educational Center	VP	Vice Principal Miami Lakes Educational Center	VP

NON-SCHOOL-SITE LATERAL ADMINISTRATIVE ASSIGNMENTS
MANAGERIAL EXEMPT

<u>NAME</u>	<u>CURRENT ASSIGNMENT</u>	<u>CURRENT PG</u>	<u>NEW ASSIGNMENT</u>	<u>NEW PG</u>
Magda R. Pereira	Administrative Director, School Choice & Parental Options (Temporary) Schools Choice & Parental Options	24	Administrative Director, School Choice & Parental Options Schools Choice & Parental Options	24

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

1. establish and classify the following Managerial Exempt Personnel (MEP) and Professional and Technical (DCSAA) job descriptions:
 - a. Application Manager, MEP, pay grade 20
 - b. Software Architect, MEP, pay grade 20
 - c. Geographical Information Systems (GIS) Specialist, DCSAA, pay grade 37
 - d. Enterprise Systems Analyst, DCSAA, pay grade 40
 - e. Application Specialist, DCSAA, pay grade 42
 - f. Senior Enterprise System Analyst, DCSAA, pay grade 42
 - g. Senior Database Administrator, DCSAA, pay grade 44
 - h. Application Analyst, DCSAA, pay grade 45

2. approve the reclassifications, title changes and/or updates to changes of the job descriptions which may include changes in the minimum qualifications of the following MEP and DCSAA job descriptions:
 - a. Purchasing Agent, MEP pay grade 17
 - b. Senior Purchasing Agent, MEP pay grade 18
 - c. District Web Editor, DCSAA, pay grade 35 to Web Editor, DCSAA, pay grade 42
 - d. District Web Designer, DCSAA, pay grade 37 to Web Designer, DCSAA, pay grade 45

3. approve the recommendation for appointments and lateral transfers to be effective February 10, 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.